

GOVERNMENT OF WEST BENGAL
URBAN DEVELOPMENT DEPARTMENT
OFFICE OF THE SPECIAL ENGINEER
SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE
SECH BHAVAN, FIRST FLOOR, SALT LAKE, KOLKATA- 700 091.
PHONE: 033-2337-2134

Memo No. 9B-111/12/996

Dated: June 12, 2012

**Notice Inviting Expression of Interest (EOI) No. 02 of 2012-13 of the Special Engineer,
Salt Lake Reclamation & Development Circle for the work:**

"Architectural Design of the Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091".

Urban Development Department, Government of West Bengal intends to build an annex building to the existing State Guest House and renovate of the existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091, and, for this purpose, the undersigned invites Expression of Interest (EOI) from reputed architectural firms for architectural design and drawing of the said buildings.

1.0 Scope of Activities

The successful architectural firm will have to undertake architectural design, structural design including vetting of the structural design by reputed educational institution, preparation of all detailed working drawings of the said buildings and preparation of Bill of Quantities (BOQ) as per PWD schedule in vogue including rate analyses of items not included in the PWD schedule. The architectural design should take into consideration multifarious facets of aesthetics, compatible with the developed township of Salt Lake, Kolkata. In this regard a design brief (Annexure-I) is annexed with this notice which may be perused, before participation.

The buildings should comply with Bidhannagar Municipal Building Rules, in force, and, the architectural design should also comply with latest edition of the National Building Code. A site plan is enclosed as Annexure -II.

2.0 General Terms & Conditions

1. The intending participants will have to submit self-attested photo copy of any one of the following documents as proof of identity.
 - (a) Permanent Account Number (PAN) of Income Tax Department.
 - (b) Election Identity Card.
 - (c) Passport.
 - (d) Driving License.
 - (e) Telephone Bill/ Electric Bill.

The architect(s) who are having registration from Council of Architecture will have to submit self-attested photocopy of the same. The originals will have to be produced for verification by the successful participant only. The originals will be returned after verification.

2. The undersigned reserves the right to disallow participation of any or all the applicants in the EOI, without assigning any reason whatsoever and no challenge against such refusal will be entertained. The applicants will also not be entitled to any compensation for rejection of their prayer for participation in the EOI.
3. In case of sudden closure of office due to reasons beyond the control of the undersigned, the last date and time as indicated hereinafter, will automatically be deferred to the next working day without further notice.
4. Participation in this EOI deems that the applicant is fully agreeable to abide by all terms and conditions as stated in this notice inviting EOI.
5. Any notice or instruction to be given to the participants under the terms of this EOI shall be deemed to have been served if it has been delivered to his authorized agent (on the strength of authorization) or representative or sent by registered letter to his address as furnished.

6. The undersigned reserves the right to annul the whole process of EOI without assigning any reason whatsoever.
7. 2% (two percent) of the total amount of accepted price of the total job is to be deposited by the successful participant as earnest money in the form of bank-draft or pay order of any nationalized/scheduled bank drawn in favor of the Executive Engineer, Salt Lake Reclamation Division payable at Kolkata during execution of formal agreement. The earnest money shall be released after completion of the construction of the project in the field.
8. The quotationers are bound by the terms and conditions of W.B.F No. 2911 along with the specification, notice of EOI along with all enclosures, Special Terms & Conditions, if any, and schedule of works etc. which forms part and parcel of this contract. Conditional offer will not be entertained and shall be deemed as 'informal'.
9. **The payment shall be milestone-based. Details are given in 'Terms of Payment'.**
10. Last date and time of submitting EOI proposal by the intending participant is **09.07.2012 up to 15-00 hours** in the box to be kept in the office chamber of the undersigned.
11. The EOI proposals shall be opened on the same day, i.e, on **09.07.2012, immediately, after 15:00 Hrs.** in presence of the willing participants. EOI from Firms, failing to provide all requisite documents and information will be disregarded.
12. **Intending participant may attend the pre-bid meeting on 20.06.2012 at 12-30 hours in the Conference Hall (at 5th. floor) of 'Nagarayan' Plot No.DF-08, Sector-I, Bidhnanagar, Kolkata-700 064.**
13. No conditional bid/offer/proposal shall be accepted.
14. Any bid/offer containing over writing is liable to be rejected. All corrections are to be attested under the dated signature of the bidder without which bid/offer may be informal.

01(one) model of the proposed **Annex Building with Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091** is to be supplied by the selected bidder, totally, free of cost to the undersigned.

3.0 Selection/Acceptance of the successful Bid/Offer/Proposal

The selection/acceptance of the bid/offer/proposal shall be made by a panel of expert to be constituted by the government.

For selection/finalization of the offer/bid, all the interested participants will have to make presentation of their architectural design/proposal before the panel of expert to be constituted by the government. During presentation, the participant bidder will have to present their concept to visualize the proposed **Annex Building to the Existing State Guest House including Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091**, three dimensionally, from different angles. The participants will have to arrange for laptop computer, projector etc. and all other necessary tools and tackles for their presentation. The department will arrange for venue of the presentation. The venue, date and time for presentation shall be notified in due course.

The evaluation of the technical bid will be done by the expert committee on the quality of the submitted drawings /perspective views etc. and the marking are as follows.

Sl. No.	Attributes	Marks
1	2	3
a.	Functional Planning (Plan)	30 Marks.
b.	General Aesthetics (Facade and Side Elevation)	30 Marks.
c.	Compatibility, feasibility and economy in connection to maintenance	30 Marks.
		TOTAL: 100 Marks

THE SELECTION WILL BE MADE ON QCBS (QUALITY CUM COST BASED SELECTION) MODE WHEREIN THE WEIGHTAGE FOR TECHNICAL BID IS 70 AND FINANCIAL BID IS 30.

The accepting authority reserves the right to reject any or all of the bid/offer/proposal received without assigning any reason whatsoever to the intending participants including lowest bid/offer/proposal received.

The venue, date and time to open Financial Bid shall also be notified in due course.

4.0 Submission of Bid Documents

The participant bidders must submit their bid/proposal/offer in 02 (two) separate sealed covers.

One sealed cover should contain Architectural design/proposal [in 01(one) hard copy, A-3 size, Color and 01(one) soft copy] of the proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091 and must be marked with "Technical Bid for Architectural Design of the Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091".

Second sealed cover should contain financial bid for the proposed State Government Office Complex (SGO Complex) in Plot No.DF-09, Sector-I, Bidhnanagar, Kolkata-700 064 and must be marked with "Financial Bid for the Architectural Design of the Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091".

Both the above stated sealed covers must be super scribed with Name of the work, Name of the firm with address of the firm/bidder and to be duly addressed to the undersigned.

The 02(two) sealed covers must be sealed in another bigger cover and the outer cover also must be sealed. The outer cover also must be super scribed with "Expression of Interest for the Architectural Design of the Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091".

And, any participant bidder not following the steps in submitting their bid/offer/proposal as described above shall be disqualified.

5.0 Terms of Payment

The payment shall be milestone-based as shown under *Description of Items/Events* in the table below. Maximum of 80% (eighty percent) payment shall be allowed against each item/event, in 02 (two) installments, each installment amount not exceeding 40% (forty percent) on achieving 100% (hundred percent) of each mile-stone and rest 40% (forty percent) in second installment shall be released on submission of next item/event of work within schedule date. Balance 20% (twenty percent) payment shall be made on completion of construction of the whole project in the field, including carrying out all modifications, if any, successfully, without any extra charge. Mile stone targets are as follows and the participant bidders are to submit their financial bid in their letter head against each item as mentioned in the Description of Items/Events in Column (a) and Cost thereof (In Rs.) in Column (c) below in both words and figures. Grand total in the Financial Bid shall be considered for selecting successful bidder instead of lowest bidder in each item/event as detailed in the table below.

Sl. No.	Description of Items / Events	Time allowed	Cost (In RS.) (Both in words & figures)
1	(a)	(b)	(c)
1	Submission of Conceptual Plan and Bid/ Offer/ Proposal (For both Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091).	Up to 09.07.2012 by 3-00 P.M.	NIL
2	Submission of Detailed Architectural Design and Drawing (For both Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091).	04 (Four) weeks from the date of acceptance of Bid / Offer / Proposal.	
3	Submission of Detailed Structural Drawings, details of estimate of the proposed buildings with bill of quantities (B.O.Q) including all Electrical Works, Fire Fighting arrangements, Sanitary and Plumbing, Landscaping, Interior Decoration etc. and Tender Drawings (For both Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091).	03(three) Weeks after receiving the soil report.	
4	Submission of Sanctioned building plan from Bidhannagar Municipality including submission of working Drawing with detailing (For both Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091).	03(Three) weeks from submission of final details of Estimates and Drawings.	
5	Periodical Supervision (For both Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091).	Since beginning and till completion of execution of the project in the field.	
		Grand Total	

6.0 Eligibility to participate

Registered bonafide, reliable and resourceful architectural agencies/firms *having sufficient experience in execution of similar type of works* may participate in this Expression of Interest (EOI).

7.0 Special Terms and Conditions

- All participants are requested to visit the site and satisfy themselves about local conditions and also other matters that may be required in connection to the work. Such matters should be duly taken care of during the work.
- The successful participant, whose design gets selected, will be informed by 23.07. 2012.

3. For any other information, the applicants are requested to visit the office of the undersigned on any working day from 1.00 pm to 3.00 pm from 15th. June, 2012 to 20th. June, 2012.
4. Any corrigendum regarding this EOI will be uploaded in the website of Urban Development Department i.e. www.wburbandev.gov.in along with publication through office notice board. The intending participants are requested to visit the website for any updates etc. in this regard.
5. All changes in the architectural design and subsequent structural design will have to be done free of cost by the selected bidder/firm. Also, any changes those are unavoidable must be done by the selected bidder free of cost.
6. All N.O.Cs related to fire, environment etc. are to be arranged by the successful agency. Fees to be paid for getting those NOCs shall be reimbursed by the department.
7. Payment shall be made on availability of fund.
8. Time is the essence of contract. Proportionate progress must be achieved with elapse of proportionate time, failing which penalty @ 01% (one percent) per month subject to a maximum amount of 10% (ten percent) of the total contractual amount shall be deducted from the bill of the agency for the delay in achieving the target.
9. The intending bidders are to quote their offer taking all the above points into consideration and no extra claim whatsoever shall be admissible afterwards.



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SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE

ANNEXURE-I

DESIGN BRIEF

"Architectural Design of the Proposed Annex Building to the Existing State Guest House and Renovation of the Existing State Guest House in Plot No.DE-01, Sector-I, Bidhnanagar, Kolkata-700 091)".

ABOUT THE PROJECT

In plot no. DE-01 of Bidhanagar there exist a State Guest House at present. The construction of the present State Guest House was completed in the late eighties. The State Government decided to renovate the existing State Guest House and construct an Annex Building to the existing State Guest House. Both the buildings should be facilitated with most modern aspects required to serve the dignitaries visiting the State or within the State.

The plot of land in DE-01, Sector-I, Bidhnanagar, Kolkata-700 091 measures, approximately, 48 (forty eight) cottah. The existing State Guest House (two storied) covers nearly an area of 400 (four hundred) sqm.

The authority feels that the existing building and the Annex Building will be a unique landmark building with good aesthetics. It will be an eye catching building which may enhance the urban landscape. The aim of the authority is to have a building with unique combination of the best natural resources and the modern technology. As service is the main criteria, the building should be designed with three starred facilities. The proposed building should be fully air-conditioned.

The design of the annex building should cater to the following demands.

- * Functional Demand
- * Spatial Demand
- * Physical Demand
- * Cultural Demand

The existing structure should be renovated and elevated to the standard of the Annex Building, i.e., it should also have three starred facilities.

LOCATION (Site & the surroundings):

The proposed Annex Building is to be located at DE-01, Sector-I, Bidhnanagar, Kolkata-700 091 besides the existing building measuring approximately 48 (forty eight) cottah. The shape of the plot is almost circular. It is an island plot having roads on all sides. The main entry / exit point is from the road running in between EC Island and Mayukh Bhawan.

LAND AREA:	48 (forty eight) cottah, approximately.
USE OF BUILDING:	Inspection Bungalow Cum Guest House.
PERMISSIBLE F.A.R:	<u>Maximum permissible FAR is to be achieved in the design as per the prevailing Bidhannagar Municipal Building Rules, in force.</u>
PARKING FACILITIES:	Open area parking facility for Cars, and L.C.Vs., visitors and guests shall have to be provided as per the prevailing Bidhannagar Municipal Building Rules, in force.
OPEN SPACE SYSTEM:	Beside the marginal open spaces, green open spaces, landscaped gardens using water features etc. shall have to be included in the project as per the prevailing Bidhannagar Municipality Building Rules.
CIRCULATION SYSTEM:	Circulation within the project should be smooth, easy and flawless. Internal roads drive ways, path ways etc. should cater all the connections within the project.

FUNCTIONAL ACTIVITY SYSTEM: The existing building and Annex building should have suites, multi-purpose banquet hall, reception, waiting lounge, pantry in each floor, laundry, kitchen & restaurant, driver's rest room, security guard room, general store, equipment store, caretaker's room etc.

SERVICE SYSTEM: To maintain smooth building operation – Electrical sub-station room, Generator room, Pump room, HVAC room, drainage and sewerage system must be provided in the project.

FIRE FIGHTING ARRANGEMENT: Fire fighting system should be equipped with Fire alarm, Sprinkler system, Fire rated door, Fire Damper, Smoke extraction system, CO₂ foam system etc. as per fire safety norms.

SECURITY SYSTEM: Close circuit TV monitor system at the entrance, manual security guard tour system along with guard rooms etc. must be included in the project.

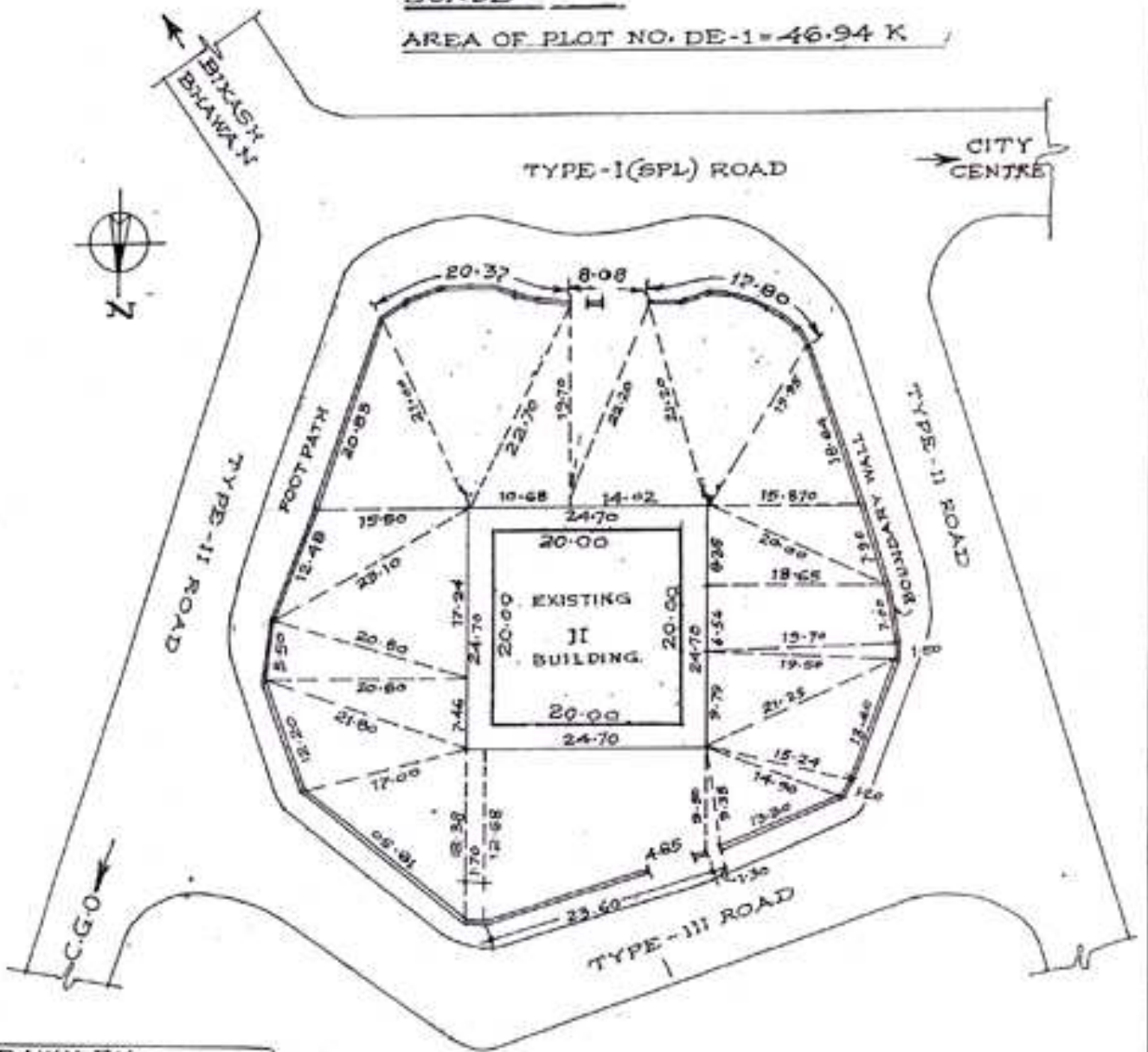
The designer consultant is free to include any other facility which may be deemed appropriate for renovation and design of existing building and design of Annex building.



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SITE PLAN
OF PLOT NO-1, BLOCK-DE
SECTOR-1, SALLAKE CITY
SCALE -

AREA OF PLOT NO. DE-1 = 46.94 K



DRAWN BY -

Man
2/2/2012

HEAD SURVEYOR

Chay
2/2/2012

ASST. ENGINEER
S.L. RECL. SUB-DIVN - I

Mithal
2/2/2012

EXECUTIVE ENGINEER
SALLAKE RECL. DIVISION

[Signature]

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SALLAKE RECL. AND DEY CIRCLE