

Expression of Interest (EOI)

for

Empanelment of a) Architect Consultants, b) Interior Designers & c) Sub-Soil Investigation Agencies

Category applied for (for Architect Consultants & Interior Designers)

The objective of seeking Expression of interest is to empanel a) Architectural Consultants, b) Interior Designers, c) Sub-Soil Investigation agencies to provide consultancy services to the Mission in their respective field of expertise.

The scope of work for Architect Consultants is to prepare master plan/ site plan, Concept plan & design, Architectural detail drawings, structural design & drawing, Services drawings, cost estimation, periodic site supervision and any other related services for different type of building/ projects under National Rural Health Mission, Assam.

The scope of work for Interior designer is to prepare Concept plan, detail drawings, material specification, Structural design & drawing (if required), Service drawings, cost estimation, periodic site supervision as and when required for different type of upcoming interior projects under National Rural Health Mission, Assam.

The scope of soil investigation agencies is to carry out all geotechnical investigations work related to building and to prepare report based on site Investigation work for upcoming projects under National Rural Health Mission, Assam.

The interested Architect consultants/ interior designers and Sub- Soil Investigation agencies may apply with their credential/ information/ testimonials in prescribed format as available in the NRHM website/ office.

The application for the same is to be sent to the Mission Director, National Rural Health Mission, Assam, Christianbasti, Guwahati-5, super-scribing on the top of the envelop "Empanelment of Architect Consultants/ Interior Designers/ sub-Soil Investigation Agencies." The duration of the contract will be valid for a period of 5 (five) years from the date of empanelment.

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of Consultant/ Firm

PART-I (A)

Instruction to the Applicants before filling up of Application form

1) As the time is the essence of the Contract Agreement, the ability and competence of the applicants to render required services within the specified time frame will be the major factor while deciding the selection of the Architects for preparation of a panel of Architect Consultant.

2) **Eligibility criteria of Architect Consultants**

The agency should have extensive experience in preparation of DPR, Master plan/ site plan, architectural detail drawings, structural design and drawing, services drawing, cost estimate and other related services for different categories of buildings under Govt./ public sector undertaking and any other reputed organizations during last 5 years ending 31st March, 2013. The consultant is required to have a local office at Guwahati with sufficient technical manpower in service (Details of office location, address at Guwahati must be furnished). Empanelment will be made for the following categories depending upon project cost.

Category-A (Work value 5.0 crore and above)

Category-B (Work value 10.0 crore and above)

Category-C (Work value 20.0 crore and above)

Category-D (Work value 50.0 crore and above)

a) One job/ project, each costing not less than 80% of the class limit or

b) Two jobs/ projects, each costing not less than 60% of the class limit or

c) Three jobs/ projects, each costing not less than 40% of the class limit.

(Supporting documents must be furnished)

3) **Eligibility criteria of Interior Designers firms**

The agency should have extensive experience in preparation of concept/ presentation drawing, interior detail drawings, Material specification, structural design & drawing (if required), services drawing, cost estimate and other related services for different categories of buildings during last 5 (five) years ending 31st March, 2013 in following categories. The consultant should have a local office at Guwahati with technical manpower. Empanelment will be made for the following categories depending upon project cost.

Category-A (Work value 10.0 lacs and above)

Category-B (Work value 50.0 lacs and above)

Category-C (Work value 100.0 lacs and above)

a) One job/ project, each costing not less than 80% of the class limit or

b) Two jobs/ projects, each costing not less than 60% of the class limit or

c) Three jobs/ projects, each costing not less than 40% of the class limit.

(Supporting documents must be furnished)

4) **Eligibility criteria of Sub-Soil Investigation (SSI) Agencies:**

For Soil Investigation Agencies SSI report of 2 similar jobs of multistoried building not less than two storied during last 5 (five) years. (Supporting documents must be furnished). Local office at Guwahati must be furnished.

- 5) The applicants shall be signed by the persons on behalf of the organization having necessary authorization/ power of attorney to do so. Each page of application shall be signed (copy of power of Attorney / Memorandum of association shall be furnished along with the application and Original should be produced subsequently for verification and return).
- 6) Intending applicants are required to submit their full Bio-Data in duplicate giving details about their organization, experience, technical personal in their organization, proven competence to handle major works, in house computer aided facilities etc. in the enclosed Performa.
- 7) Both the forms of applications (original and duplicate copy) shall contain copies of all the enclosures separately.
- 8) If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the name of the Proforma and serial number. Separate sheets shall be used for each part of the application. Separate sheets must be duly signed and sealed.
- 9) The applicant (**Architect Consultants, Interior Designers' firms.**) must have at least two qualified graduate Architects (having minimum of 5 years experience of preparation of concept plan, structural design & drawing, services, landscape ancillary works and cost estimation based on current Schedule of Rates of Assam PWD and Non-Schedule items if require based on market rate analysis).
- 10) The applicant shall, with the prior approval of the Mission and within the agreed fees, engage the services of well qualified specialists or consultants pertaining to the following services.
 - (i) Structural
 - (ii) Electrical
 - (iii) Sanitary, drainage and water supply
 - (iv) Air conditioning
 - (v) Fire fighting
 - (vi) Preparation of sub-soil investigation report.The fees of these specialists / consultants appointed under this clause shall be paid by the firms, who shall also be responsible for all the consultancy services, action, omission & commissions such applicant consultants engaged.
- 11) While filling up the application with regard to the list of important projects completed or on hand, the applicants shall include separate sheet in the prescribed format.
- 12) Services to be rendered by the consulting firm.
 - a) To take instruction from the Mission and prepare sketch designs/ presentation drawings making revisions till sketch designs are finally approved by the Mission and making preliminary estimates of cost.
 - b) To prepare architectural working drawings, structural drawings including detailed design calculation, services drawings- electrical, plumbing, sanitary, fire fighting and all other drawings for various trades required for completion of the particular project.

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- c) To draw detailed specifications, estimates, rate analysis.
- d) To prepare and supply all drawings for execution.
- e) To visit the site periodically when the work is in progress.
- f) To submit as built Drawing after completion of project
- g) Any other services in connection with the said works and normally rendered by the Architect and not referred to in above.
- h) To conduct Sub-Soil investigation works as directed by the Mission and preparation of sub-soil investigation report by the sub-soil investigation Agency only.

13) Empanelment will be done on the basis of marks obtained which will be derived out from the record of past experience, experience of key personal and financial strength, as per Table given below.

| Sl. No. | Criteria | Weightage |
|---------|---|---|
| 1 | <p><u>Past Experience of the firm</u></p> <ul style="list-style-type: none"> (i) Number of years in architectural practice (ii) Past experience in dealing with different type of major projects (iii) Preparation of master plan of major projects (iv) Past experience in designing innovative building/ structure (v) Use of green building concept/ local available materials (vi) Past experience for planning & designing of Hospital projects, Medical College etc. | <p>:60% <u>Break up of above:-</u> : 5% :30% : 5% : 5% : 5% :10%</p> |
| 2 | <p><u>Experience of key personal</u></p> <ul style="list-style-type: none"> (i) Qualification (ii) Relative Experience | <p>:25% <u>Break up of above:-</u> : 5% :20%</p> |
| 3 | <p><u>Financial Strength of the Consultant</u></p> <ul style="list-style-type: none"> (i) Turnover figure for last three years (ii) Net profit figure for last three years | <p>:15% <u>Break up of above:-</u> :7.5% :7.5%</p> |

Total= 100%

The Mission shall shortlist the consultant who secure the minimum 60% required marks under above criteria.

- 14) Decision of the Mission in regard to preparation of panel of the architects shall be final. The department is not bound to assign any reasons thereof
- 15) The panel of firms once prepared, shall be valid for period of 5 (five) years and the Mission is free to reduce / extend this time limit at Mission's discretion.

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- 16) The firm for any particular work shall be selected from the respective panel at the discretion of the Mission and such selected firms are required to execute agreements as per existing norms of the department.
- 17) Applicants furnishing false and / or incomplete information are liable for rejection.
- 18) Advocating at any level for empanelment will be treated as demerits of the firm/ agency and will be liable for rejection.

ANNEXURE-I**Details of the qualification works executed (please mention only such works which qualifies for the category/ class for which you have applied)**

| Sl. No. | Name of work | Work executed for (name of the organization with address, concerned office & telephone no.) | Nature of work (in brief) | Location of the work | Actual value of the works | Stipulated time for completion | Actual time for completion | If work left incomplete or terminated (furnish reasons) |
|---------|--------------|---|---------------------------|----------------------|---------------------------|--------------------------------|----------------------------|---|
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |

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ANNEXURE-II**Details of the major works in hand (please mention only such works which qualifies for the category/ class for which you have applied)**

| Sl. No. | Name of work | Work under execution for (name of the organization with address, concerned office & telephone no.) | Nature of work (in brief) | Location of the work | Estimated value of the works | Stipulated time for completion | Remarks (if any) |
|---------|--------------|--|---------------------------|----------------------|------------------------------|--------------------------------|------------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |

Furnish the names of three responsible clients/ persons to whom the major works carried out by the applicant with address and telephone number who will be in a position to clarify about the quality as well as past performance of your organization..

| Sl. No. | Name of the official | Organization | Address | Contact numbers |
|---------|----------------------|--------------|---------|-----------------|
| | | | | |
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ANNEXURE-III

Registration with government/ Public Sector / Institution

| Sl. No. | Name of the organization | Nature of works | Value of works | Date of registration |
|---------|--------------------------|-----------------|----------------|----------------------|
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