



PATNA MUNICIPAL CORPORATION

Expression of Interest
for
Empanelment of Architect/ Electrical Consultant/Acoustic
Consultant etc. for Patna Municipal Corporation, Patna

PATNA MUNICIPAL CORPORATION
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NIT No:31/CME/PMC/2019
DATE : 25-03-2019

NIT No: 31/CME/PMC/2018Date: 25-03-2019

INVITATION FOR BIDS

REQUEST FOR PROPOSAL

Expression of Interest for Empanelment of Architect/ Electrical Consultant/Acoustic Consultant etc. for Patna Municipal Corporation, Patna

Details of requirements for the EOI are given below:-.

- (i) Company Profile
- (ii) Audited Financial Statement of last 3 financial year (2015-16; 2016-17; 2017-18)
- (iii) Similar Experience of Firm in last 5 years with supporting work order/certiactes
- (iv) Non-Blacking Certificate on firm's Letter head stating firm is currently not blacklisted in any manner whatsoever by any of the State or UT and or Central Government in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice
- (v) Bidder should submit the document Fee of INR 5000/- (INR Five Thousand only) in form of Demand Draft "Municipal Commissioner, Patna Municipal Corporation" payable at Patna, along with their EOI document
- (vi) **The Hard Copy of EOI shall be submitted to:**

Municipal Commissioner,
Patna Municipal Corporation.
Address: 2nd Floor, Maurya Lok, Patna, Pin: 80001
Email: patnamc-bih@gov.in

In case of any information/Clarification required, please use the below number for Communication: -
M: 8292007765

EOI document shall be available on website: www.pmc.bihar.gov.in
For Queries & Clarifications, send e-mail to: patnamc-bih@gov.in

SD/-
Municipal Commissioner
Patna Municipal Corporation

Invitation of Expression of Interest

Patna Municipal Corporation (PMC) has been engaged in Revitalization of Urban Landscape of Patna. For various architectural work, PMC has earlier empanelled architects firms. In continuation of the above, PMC now invites Expression of Interest (EOI) from reputed architectural firms, Electrical Consultants, Acoustic Consultant etc.

Instructions to Bidders/ Terms & Conditions

Interested bidder should note the following:

1. This Eoi invitation document is not a Tender or Request for Proposal in any form and would not be binding on PMC in any manner whatsoever.
2. PMC intends to empanel reputed architectural firms, Electrical Consultants, Acoustic Consultant etc.
3. PMC reserves the right to cancel the Eoi invitation as a whole or in part without assigning any reason whatsoever.
4. The Bidders are encouraged to conduct their own independent survey, assessment, analysis and check the reliability, accuracy, feasibility and completeness before submission of their interest/ proposal.
5. PMC reserves the right to update, amend and supplement the information given in this document at its sole discretion.
6. Bidders should submit their response as per formats provided in submission, not conforming to the instructions or prescribed formats will be rejected.
7. The Bidder should submit the bid with supporting documents about their experience, qualification, Annual turnover etc .

2. Scope of Services

- 2.1 Site Evaluation and analysis.
- 2.2 Architectural work/ Design Work and site development
- 2.3 Structural engineering work
- 2.4 Sanitary, plumbing, drainage, water supply and sewerage work.
- 2.5 Electrical work as per requirement
- 2.6 Fire fighting system / HVAC / specialized services as per requirement.

- 2.7 Landscape work including design of open spaces, horticulture etc.
- 2.8 Preparation of Concept Note, feasibility report, Detailed Project Report, Detail Estimate, RFP/ Tender Document & related presentation.
- 2.9 Any other related works specifically entrusted by the PMC.

3. **SCHEDULE OF SERVICES**

A. **Preparation of layout plan and concept plans**

- 3.1
 - a) Take instructions from PMC regarding requirements of project as a whole and prepare Pre-Design report.
 - b) Prepare layout plan, conceptual plans with reference to requirements given and prepare approximate estimate of cost by area basis.
- 3.2 Modify conceptual plans specifications incorporating required suggestions / changes and prepare preliminary drawings and designs for PMC's approval along with cost.
- 3.3
 - a) Prepare drawings necessary for submission to statutory bodies for sanction and advise on Formalities.
 - b) Prepare feasibility report and detailed project reports for submission to statutory bodies for final approval.
 - c) Ensure compliance with codes, standards, legislations as applicable.

B. **Detailed Working Drawings & Estimates Stage**

3.4 **Tender drawings stage**

- 3.4.1 **To conduct detailed survey & soil investigation for the site of the project.**
- 3.4.2 Prepare basic working drawings and details for all aspects of work referred under the Clause 'Scope of Work' including architectural, structural, plumbing, sanitary, electrical communication system, detailed specifications, preparation of item-wise detailed Estimate of cost.
- 3.4.3 Prepare basic working drawings for external services, site development, roads, pathways, compound wall and landscape works. Assist in preparation of tender documents and prepare drawings, quality control procedures on material and works as per requirement of PMC.

3.5 **DETAILED ESTIMATE OF COST**

Prepare detailed Estimates of cost supported by detailed measurement sheets, calculations and abstract of quantities and cost based on current PWD schedule of rates. In the absence of rate in PWD SOR, the same shall be referred to CPWD SOR or lastly arrived at by actual analysis as applicable to the locally and obtaining the approval of the employer for the same.

3.6 **Working Drawings Stage**

- a) Preparation of detailed working drawings for all aspects of Architectural works.
- b) Preparation of detailed working drawings for all aspects of Structural works.
- c) Preparation of working drawings for all aspects of Sanitary, Drainage and Water Supply Works.
- d) Preparation of working drawings for all aspects of Electrical Works.
- e) Prepare necessary drawings for ventilation / air-conditioning (as required)
- f) Prepare drawings for Landscape work, boundary wall, internal roads, Site Development.
- g) Prepare / revise all specific working details, specification etc. as required by the PMC during construction.

C. **Construction Stage**

- a) Visit the site of work at intervals mutually agreed upon to inspect the construction works, carry out sample supervision and where necessary to clarify and doubts or interpretation of drawing / specifications, attend conferences and meetings to ensure that the project proceeds generally in accordance with the conditions of contract. The Consultant - Architect will record his observations about the work in a register maintained at the site and render advice on actions if required.
- b) Preparation and submission of completion reports and drawings for the project as required and with the assistance of PMC's Engineers.
- c) Advising PMC on exercising cost control and economy measures to ensure that the approved estimates are not exceeded.
- d) On completion of works, Architects will review the As-built drawing of the building and services submitted by the developers.

PROFESSIONAL FEES PAYABLE

- 4.1 The total Fee payable for all services mentioned in items 'SCOPE OF WORK' shall be as applicable as under:

New Building Construction & Allied Activities.

Sl No.	Project Cost	Fee- as percent of Project Cost
1	Project up to 5 Crore	1.64% of the Project Cost + Applicable Taxes
2	Project from 5 Crore to 10 Crore	1.62% of the Project Cost + Applicable Taxes
3	Project from 10 Crore to 50 Crore	1.4% of the Project Cost + Applicable Taxes
4	Above 50 Crore	1.23% of the Project Cost + Applicable Taxes

- 4.2 In addition Service Tax as applicable per Govt. of India norms would be payable on the Professional Fee payable.

- 4.3 The above fee includes the traveling expenses to the site and no separate payment would be required for the same. However if any traveling has to be undertaken when advised by the PMC other than THE SITE, then the cost of traveling, halting etc. would be payable as mutually agreed.

- 4.4 The Consultant – Architect shall prepare necessary models & walk through presentation, if required, in connection the approvals of scheme prepared by them from PMC, statutory bodies etc. The cost of model & walk through presentation is not included in fees mentioned above and shall be paid extra by PMC on actual.

5.0 MODE OF PAYMENT

- 5.1 On completion of services mentioned: 15% (Fifteen percent) of total Fees payable
in item 3.1 (Sketch Stage)
- 5.2 On Completion of Services mentioned: 20% (Twenty percent) of total Fees payable less paid under stage 5.1
in item 3.2 (Final preliminary Drawings)
- 5.3 On completion of service mentioned in : 30% (Thirty percent) of total Fees payable less paid under stage 5.2
item 3.3 (Statutory Drawings stage) and after PMC's approval
- 5.4 On completion of service mentioned in: 40% (Forty percent) of total Fees item payable less paid under stage 5.3
3.4 (Tender drawings stage)
- 5.5 On completion of service mentioned : 50% (Fifty percent) of total Fees in payable less paid under stage 5.4
item 3.5 (Detailed Estimates of Cost)

- 5.6 On completion of services mentioned in : 80% (Eighty percent) of Fees payable item 4.1 (working drawings stage) less paid under stage 5.5

The quantum payable against working Drawings will be released in installments as given below.

- | | | | |
|----|---|---|----|
| a) | All Architectural & Structural drawings up to plinth / foundation stage. | : | 6% |
| b) | All Architectural working drawings | : | 6% |
| c) | All Structural working drawings | : | 6% |
| d) | All Sanitary and Water Supply drawings, Electrical drgs and air-conditioning drgs | : | 6% |
| e) | All drawings for Site Development and External services etc. | : | 6% |

- 5.7. Balance 20% would be released after 3 Months of completion of the SAID WORK & review of 'as built' drags

Total	100%
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6. PROGRESSIVE PAYMENTS TO THE CONSULTANT-ARCHITECTS

6.1 The payments to the Consultant - Architects during various stages shall be as follows:

- | | | | |
|----|------------------------|---|--|
| a) | At stage Sl. 5.1 & 5.2 | : | On preliminary cost Estimate accompanying Sketch / Preliminary drawing |
| b) | At stage Sl. 5.3 & 5.4 | : | On Cost Estimate accompanying this stage. |
| c) | At stage 5.5 | : | On detailed estimate at this stage. |
| d) | At stage 5.6 | : | On detailed estimate Cost |

6.2 Progressive payments may be made to the Consultant-Architects in any of the above stages based on the quantum of work done in that stage as may be mutually agreed to by the parties.

6.3 The cost of the Project shall be the cost of the building works and site development works including the cost of structural, sanitary, plumbing and electrical works and electrical fittings & fixtures, landscaping i.e on all items on which the Consultant-Architects had rendered professional services but shall exclude other financing costs which will be added separately in case of PPP projects land in no case shall be added in the cost of the project.

7. **PMC'S RESPONSIBILITIES**

The following shall be the responsibilities of PMC:

- 7.1 Provide detailed requirements of the project.
- 7.2 Arrange coordination with other Consultants/ Transaction Advisor etc., if applicable
- 7.3 Pay the fees of the Consultant-Architects within 30 days of submission of bills.

8. **TIME SCHEDULE**

The time schedule generally shall be as follows unless otherwise specifically instructed by the PMC:

- 8.1a) Preparation of pre-design report: 2 weeks after finalization of Requirements item 3.1(a)
- b) Preparation of Concept Plans as per : 2 weeks after (a) above item 3.1(b)
- 8.2 Preparation of revised concept plans as per : 2 weeks after comments on stage above item 3.2
- 8.3 Preparation of drawings for statutory body : 3 weeks after approval on stage 3.2
- 8.4 Preparation of tender drawings stage : 2 weeks after go ahead of stage 3.3 as per item 3.4
- 8.5 Preparation of detailed estimate of Cost along with: 2 weeks after stage 3.4 Preparation of BOQ and tender document as per item 3.5
- 8.6 Working drawing stage ensure : 12 weeks in phases so as to that the Work in not affected.

INFORMATION ABOUT THE BIDDER:

While submitting the Expression of Interest Empanelment of Architect/ Electrical Consultant/Acoustic Consultant etc. for PMC (in a plain form according to the following format), the Bidder must submit the following details along with all required/documents showing their experience, financial solvency, etc. without which the EOI will not be considered.

- I. Details about the Bidder
 - (a) Name of the Bidder/ Company/Organisation:
 - (b) Present address with contact number:
 - (c) Key Contact Person (name, designation, address, contact no., mail id)
- II. Type of the Organization/ Entity (with supporting documents)
- III. Registration details of the organization/entity (with supporting documents, registration certificate, etc.)
- IV. Brief description about the organization/ entity, organization structure and type of business.
- V. Details of Similar/ Relevant Experience in last 5 years
- VI. Non-Blacking Certificate on firm's Letter head stating firm is currently not blacklisted in any manner whatsoever by any of the State or UT and or Central Government in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice

FINANCIAL INFORMATION:

Please provide with details of Annual Turn Over for the last three years, along with necessary supporting documents such as Form 16, Copy of Balance Sheet, as per the following format, duly signed by the authorized signatory, along with the Eoi.

Year	Annual Turnover
2015-16	
2016-17	
2017-18	