

E.O.I. Document

for

Consultancy Services for the work

”Construction of Proposed Commercial cum Office Complex
for Odisha State Coop. Marketing Federation Ltd.
(MARKFED ODISHA) at different locations.

INDEX

Sl.No.	Contents	Pages
1	Notice inviting expression of interest	3
2	Instruction to Bidders	4
3	Qualifying Criteria	5
4	Professional fee	6
5	Terms and conditions	7
6	Quotation(Annexure-I)	9

1.

Ref No – 1282 E&A 04-17-18

Dt-10.04.2018

NOTICE INVITING THE EXPRESSION OF INTEREST

Expression of interests (EOI) are invited from eligible consulting firms for rendering consultancy services for the work "**Construction of Proposed Commercial cum Office Complex for Odisha State Coop. Marketing Federation Ltd.(MARKFED ODISHA) at different locations like Bargarh, Cuttack etc**" so as to reach Managing Director, MARKFED latest by 30.04.2018 till 3.00 P.M. through Speed Post / Sealed Tender Box kept in the office chamber of PA to Managing Director. MARKFED shall not be responsible for any postal delay. The offers shall be opened at 4.00 P.M. on 30.04.2018 in the presence of bidders or their authorized representatives. For any query please contact Manager (E& A) of MARKFED on any working days. For details, please visit www.odisha.gov.in/tender.

The undersigned reserves the right to reject or cancel any offer without assigning any reason thereof.

Sd/

Secretary
MARKFED, ODISHA

2. INSTRUCTION TO BIDDERS:

Managing Director, MARKFED, ODISHA, Bhubaneswar(hereafter called Managing Director) has a proposal for Construction of Commercial cum Office Complex for Odisha State Coop. Marketing Federation Ltd. at different locations like Bargarh, Cuttack etc.

Bidders are requested to visit the site to study the site constraints and get them satisfied before bidding. Any short of query may be referred to the Managing Director. MARKFED.

The Consultant/Bidder has to quote his consultancy fees in percentage of actual cost of construction in the format given under “Annexure-I” and Fee for PMC works on L/S basis for each month with anticipated Project Period of twelve calendar months.

On acceptance of the quotation of the Consultant/Bidder, The Managing Director. MARKFED shall issue the letter of appointment in his letter pad .

The quotation and the letter of appointment along with the EOI Document will form part of the agreement.

The Bidder has to submit the Bid in double cover contained in a sealed single envelope mentioning on the envelope “Bid for Consultancy services(Architectural Structural design & Services Drawing)”.

Out of the double cover, one cover is meant for submitting the price bid/quotation (to be mentioned on the sealed cover) Financial bid and the other is for submitting the eligibility documents as mentioned under the qualifying criteria(to be mentioned on the sealed cover) Technical bid .The cover containing the eligibility criteria shall be opened first to check the eligibility of the firm. If a firm is found to be not eligible, his bid shall not be considered and the price bid shall not be opened.

TIME OF COMPLETION:

Twelve Calendar months from the date of issue of work order/ letter of appointment.

DETAILS OF CONSULTANCY SERVICES:

Architectural Drawings (working)

Structural Design and Drawings (Working)

All Services Drawings including Internal and External Electrical, Watersupply, Sanitary ,Fire Fighting and HVAC , plan approval with other misc. service

Project Management Works during execution by deploying on site at least two Engineering Personnel , one Team leader with minimum 10 yrs experience (B.Tech) one Quality Control Engineer (B.Tech with 5 yrs experience/Diploma with 10 yrs experience.) in each Project.

3. QUALIFYING CRITERIA:

The firm shall meet the following qualifying criteria.

1. The firm should have at least seven years of experience.
2. The minimum average Turn Over of the firm in last three financial years should be More than 1.00 Crore. The firm should submit the Audited Report as evidence.
3. The firm should have been registered under Central Excise, Customs & Service tax /GST .
4. The firm should have up-to-date service tax GST returns
5. The firm should have Permanent Account Number(PAN)
6. The firm should have EPF /ESI Registration.
7. The firm should have experience of architectural /Structural planning for four storied or above with basement provision of any building of Government or Government Undertaking having minimum each floor area of 600 Sqm.
8. The firm should have an office at Bhubaneswar within BMC area

9. The firm should have authenticated at least one CAD software
10. The firm should have at least one authenticated STAAD software
11. The firms with key personnel should be Regd with BDA(Bhubaneswar Development Authority) as Regd Structural Engineer
12. Architects of the firm should be a member of Council of Architecture.
13. The firm should have exposure/experience in Project Management Consultancy in Building Projects of more than Project Value of 100 Crores and above.

No individual is eligible without proprietorship/partnership / Pvt.Ltd. / Ltd or any other firm

The firm has to submit self signed copies of above documents along with their Bid/EoI failing which the Bid/EoI shall not be considered.

4.TERMS AND CONDITIONS

4.1. CLIENT'S ROLE AND RESPONSIBILITIES :

The Client shall discharge all his obligations connected with the project and engagement of the Consultant as follows:

- i) To provide detailed requirements of the project.
- ii) To organize Topographical drawing sheet and Soil Testing Reports for the Project Planning.
- iii) To provide approved drawings of the project
- iv) To honor Consultant's bills within one month of its submission.

The informations in written / documents are to be furnished to the consulting firm along with the work order.

4.2. EXECUTION OF THE ASSIGNMENT:

- i) The Consultant shall supply to the Client, free of cost, two sets of drawings along with the soft copy of drawings in CAD format.

4.3 OWNERSHIP OF COPYRIGHT :

Architectural & Structural design is an intellectual property of the Consultant. The drawings, specifications, documents and models as instruments of service are the property of the Consultant whether the project, for which they are made, is executed or not. The Client shall retain copies of the Consultant's models, drawings, specifications and other documents for his information and use in connection with the project. These shall not be used for any other project by the Client or by any other person for his project.

4.4 ARBITRATION :

All disputes or differences which may arise between the Client and the Consultant shall be referred for arbitration to the Council of Architecture. The arbitrator shall be appointed by the President, Council of Architecture. The arbitration shall be conducted as per the provisions of the Arbitration and Conciliation Act, 1996. The decision and award of the arbitrator shall be final and binding on the Consultant and the Client.

Important Dates:

1. Date of issue of Tender – Dt .10.04.2018
2. Last date of submission of Tender – Dt 30.04.2018 upto 3.00P.M.
3. Date of Opening of the Tender (Technical bid) – Dt 30.04.2018 at 4.00 P.M.
4. Date of Opening of Tender (Financial bid)- Dt.04.05.2018 at 11.30 P.M.

Annexure-I

Ref. No.

Dtd.

To

**The Managing Director
MARKFED,Odisha,Bhubaneswar.**

Sub.: Quotation for consultancy services for the work”**Construction of Proposed Commercial cum Office Complex for Odisha State CoopMarketing Federation Ltd.(MARKFED ODISHA)”**”.

Sir,

In response to your advertisement, we do hereby quote the consultancy fees for the above said work.

Sl .No.	Description	Consultancy fees(in percentage of Estimated Cost)
1	Consultancy Services for Architectural Drawings(working)	-----%*
2.	PMC for each month for each Project Cost including Office ,Vehicle and any other expenses involved in Supervision works excluding GST	

(In wards)

*Service tax/GST as applicable is to be paid extra.

Yours faithfully

(Signature of authorized person of the firm)