

**REQUEEST FOR EXPRESSION OF INTEREST (REOI)
FOR ARCHITECT/ CONSULTANT OR ARCHITECTURAL/ENGINEERING FIRMS**

EOI NO. PL/ CONT/CIVIL- IDTR/EOI/F-1512/1964 OF 11-01-2017

Oil India Limited, a Government of India Enterprises invites the Expression of Interest (EOI) from reputed Council of Architecture of India(COA) registered Architect/consultant or Architectural/ Engineering firms, for **PROVIDING ARCHITECTURAL AND ENGINEERING CONSULTANCY FOR COMPREHENSIVE CAMPUS PLANNING INCLUDING PLANNING AND DESIGNING DIFFERENT BUILDINGS WITH SERVICES & INTERIOR, DRIVING RANGE, LANDSCAPE, EXTERNAL SERVICES, ETC, COMPLETE INCLUDING OBTAINING STATUTORY APPROVALS AND PERIODIC SUPERVISION FOR SETTING UP OF A STATE-OF-ART DRIVING INSTITUTE AT NORTH GUWAHATI IN ASSAM.** The agencies / organizations/ firms etc. rendering services individually on their own only should apply. No collaboration, joint application etc. will be accepted. All corrigendum, addendum, amendments, time extension to the EOI will be hosted in the website and no separate notification shall be issued in the press. Prospective participants against the EOIs are requested to visit the website regularly to keep themselves updated.

Details of scope of work, experience and qualification criteria and other requirements of the EOI are displayed on the Notice Board of the Contract Section, PHQ at Narangi, Guwahati, Assam and is also available at OIL web site www.oil-india.com .

Interested party shall submit their Expression of Interest (EOI) in **two copies** along with the requested details **up to 1.30 P.M. on 20-02-2017** via courier / registered post in a sealed envelope super scribing the EOI Reference No..... & Applicant's Name / Address on the envelope to:

**Chief Manager– Contracts
Contracts Department
Oil India Limited Pipeline HQ
P.O. Udayan Vihar, Guwahati 781 171, Assam
Tel: 0361-2594174
Fax: 0361- 2643686
E-mail : ellora@oilindia.in
E-mail : akshaythakuria@oilindia.in**

Sealed envelope containing Expression of Interest (EOI) may be physically dropped in the Tender Box, placed at the office of Chief Manager - (Contracts) up to **1.30 P.M. on 20-02-2017** **will be opened on the same day at 2:00 P.M.** at the office of the Chief Manager (Contracts) in the presence of any attending bidders. **For details please see the through OIL's web site www.oil-india.com**

EXPRESSION OF INTEREST

For

For Shortlisting of Architectural and Engineering Consultant For State-of-Art Institute of Driving and Traffic Research (IDTR) Near Guwahati in Assam

Oil India Ltd (OIL), a Govt. of India “NAVARATNA” category public sector Company is engaged in exploration, production and transportation of crude oil and natural gas and production of LPG with its field headquarters at Duliajan and pipeline headquarters at Guwahati invite applications from reputed COA registered Architect/consultant or Architectural/Engineering firms, for providing Architectural and Engineering consultancy for the work as under.

1.0 Project Details:

Oil India Ltd proposes to setup a State-of-Art Institute of Driving and Traffic Research (IDTR) in North Guwahati in partnership with Department of Transport, Govt. of Assam and Maruti Suzuki India Ltd, as per the directive of the Ministry of Petroleum and Natural Gas, Govt. of India. In this regard, Govt. of Assam has allotted a plot of land measuring 23 acre (70 bigha) at North Guwahati. A society is being formed consisting members from all the above three parties for setting up and operation of the proposed institute. The total Construction cost shall be around rupees 18(Eighteen) crore and shall have the following infrastructures .*The Guidelines for ITDR published by the Ministry of Road Transport and Highway, Govt. of India will be adopted as basis for the above.*

1.1 Buildings :

A. Main administrative building :

- a) Class room- At least 5 Nos of class rooms of minimum size 8mx8m
- b) Office and Staff Room -4 rooms of minimum size 8mx8m for office staff
- c) Principal’s room – 1 no
- d) Driving Laboratory – one Hall of Size minimum 25mx 8m required for display of various cut section
- e) First aid room
- f) Library – 1no
- g) Driver training Stimulator room
- h) Instructor’s room
- i) Conference room

B. Workshop- One shed of size minimum 20mx12m with CGI sheet roof for carrying out day to day repair of training vehicles including place for vehicle washing.

C. Canteen- Separate building of minimum size 36mx8m having all facilities

D. Hostel – For 75 candidates with recreation facilities (Separate for both boy and girls)

E. Staff Accommodations – 1 No. for the principal, 4 to 5 Nos. for instructors and 6to 7 Nos. for work persons

F. Generator House/ Pump House – As required

G. Vehicle parking sheds

- 1.2 Boundary wall** with gate and security house- **approx. 1240 meter**
- 1.3 Water tank** of required capacity
- 1.4 Play Ground**
- 1.5 All required services** (internal and external electrification, street lighting, water supply, Fire fighting, storm water drainage, Rain water harvesting, sewage disposal system, sewerage Treatment plant, water treatment plant etc.)
- 1.6 Driving range** with different type manoeuvres, as per Annexure 1(F) of MoRTH guideline including design of road traffic signs, automatic light signals, road marking, traffic barriers traffic bollards, parking space, lighting and other road furniture and appurtenance (Around 7000 sqm)
- 1.7 Tree plantation**
- 1.8 Facilities for Differently able persons**
- 1.9 Landscaping of the open space.**

2.0 Scope of Work

The Scope of the work include providing comprehensive campus planning, architectural, and design services (including interior, landscape, external services, etc), complete including obtaining statutory approvals etc. In details:

1. Site evaluation, analysis and impact of existing and / or proposed development on its immediate environs.
2. Design and site development.
3. Landform and grading.
4. Surface drainage design and water management.
5. Open space design - hard and soft areas
6. Planting design
7. Illumination design.
8. Graphic design and signage.
9. Planning and Design of Driving tracts(both flat and undulated) including road furniture and Road signalling system
10. Co-ordination of external services.
11. Planning and Designing buildings including interior,
12. Designing of boundary wall, overhead water tank, STP etc.
13. Sanitary, plumbing, drainage, water supply and sewerage design.
14. Electrical (Both internal and external), electronic, communication systems and design.
15. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
16. Elevators, escalators, etc.
17. Designing all facilities for Differently able persons
18. Fire detection, Fire protection and Security systems etc.
19. Obtaining all necessary approvals/ completion certificate etc. from local authorities
20. Preparing Bill of quantities and cost estimate and preparation of tender document for different works separately and assisting OIL/Society in tendering and tender evaluation process.
21. Periodic inspection and evaluation of Construction works.

3.0 Minimum Eligibility for participating in EOI

- a) The Architect or Architectural firm shall consist of following minimum employees.
 - i. Project lead/Senior Architect having 10 year experience (B.Arch or equivalent degree)
 - ii. Senior Structural Designer having 10 years' experience (ME / BE)
 - iii. Urban Planner / Urban Designer (Minimum Bachelor degree reputed institutions)
 - iv. Transport Engineer- Minimum 5 years of experience
 - v. Civil Engineer Minimum 5 years of experience in supervision of work.

- b) Should be a Registered Consultant/ architect with Govt. Corporation / Central /State Government / Railway/ Semi. Govt. / Govt. PSUs / Municipal Corporation etc.
- c) Must be registered with the Council of Architecture of India.
- d) Having completed at least 1(One) nos. similar works of space for public use or Campus planning with a single project of value not less than Rupee 09(Nine) Crores in last 7 years for Govt. / Semi Govt. /Corporate houses/ Education.

Note:

1. **Guwahati based Architect / Architectural firms and Engineering Design Consultancy firm is preferred. However, interested Architect / Architectural firms and Engineering Design Consultant firms from other states/cities shall have Associate Architects and Engineering Design Consultants based in Guwahati.**
2. **Similar work means** : Architectural / Engineering consultancy for providing comprehensive campus planning including architectural and design services (including interior, landscape, etc). and with external services like Public Health, Electrical, HVAC ,firefighting, acoustics and other services like obtaining statutory approvals, periodic supervision for setting up a driving institute with facilities mentioned under Project Details(Para 1.0) or any other educational institute/ public office campus .

4.0 Document required to be submitted

- a) Company profile and history, and other details (As per Annexure-I)
- b) Qualifications and relevant experience of key personnel (As per Annexure-IV)
- c) Registration certificate under council of Architect, PAN card with IT return for last 3 years; service tax registration, Registration with Govt Dept., Municipalities etc.
- d) Document showing execution of projects of comparable scale, ethos and complexity completed within the last Seven years(As per Annexure-II)- Including providing photograph of each project and completed plan showing the entire campus certified by the client.
- e) List of Projects in hand(As per Annexure –III)
- f) Details of registration with Govt. Corporation / Central /State Government / Railway/ Semi. Govt. / Govt. PSUs / Municipal Corporation etc.
- g) List of Completed projects recognized by a design awards or other forms of recognition. Attach certified copy of citation received or copy of official announcement in press (As per Annexure II)-
- h) Average turnover in last three years. Professional fees of the firm for the last three years, Attach certified copies of ITR /attach certificate of CA to this effect

5.0 Write-Up & Estimate :

The applicant shall enclose the following along with their EOI

- a) Outline the design philosophy and the approach to be taken in designing a project of this type (not more than 500 words)
- b) Estimated time which may be required for executing the project (Except the construction time)
- c) Rough cost of the project based on the project requirements as mentioned.

Note: **Design philosophy** shall include a write-up/ presentation on the design concept and approach to be adopted for designing the assignment. It shall also include about the organization and important work so far carried out. The other areas the writ-up shall

include are the innovations by the architect in designing a State- of –Art Driving institute and challenges of the project and a rough estimated cost based on the project requirement.

(A copy of the land document with necessary details is provided as annexure for reference)

Note: Applicants must acquaint themselves fully about the assignment and the local conditions and usage before submitting the proposal. They may visit the allotted site with prior arrangement.

6.0 EVALUATION CRITERIA FOR SHORTLISTING OF CONSULTANTS

The OIL/ Society will review Expressions of Interest submitted by respondents in line with the following criteria provided the minimum eligibility criteria as mentioned in para 3.0 are fulfilled. Based on the above review/scrutiny approximately six applicants shall be shortlisted. For the purpose of short listing, the weightage to be given to different criteria are as below.

A. Organization Strength	: 10%
B. Relevant Experience	: 35%
C. No of years of experience of the firm	: 10%
D. Design philosophy	: 25%
E. Award	: 10%
F. Annual Turnover	: 10%

The marking on each criteria shall be as follows:

A. Organization Strength(key personnel):	
1. Below 6	- 6 Points
2. 6 and above and up to 10	- 8 points
3. Above 10-	- 10 Points
B. Relevant Experience:	
1. One similar project	- 6 Points
2. Two Similar project	- 8 points
3. Three or more than three	- 10 Points
C. Experience of the firm	
1. Up to 5 years	- 6 Points
2. 5-10 years	- 8 points
3. above 10 years	- 10 Points
D. Design philosophy-	

Marking will be done based on the writ up submitted as per following weightage

a) Compliance with the main themes and functional requirement of the project	:	50 %
b) Originality of the concept and innovation in design	:	15 %
c) Space and design efficiency	:	15 %
d) Facilities, speed and ease of construction	:	10 %
e) Cost of construction and maintenance of facilities	:	10 %

E. Award:

- | | | |
|------------------------|---|-----------|
| 1. National level | - | 6 Points |
| 2. International level | - | 10 Points |

F. Annual Turnover-

- | | | |
|----------------------------------|---|-----------|
| 1. Upto 50 lakh | - | 6 Points |
| 2. 50 lakh and above up to 1 Cr. | - | 8 points |
| 3. 1 Cr. and above | - | 10 Points |

This is an expression of for shortlisting Architectural and Engineering consultant and not an invitation to bid.

The EOI should complete in all respects and signed on all pages. The documents submitted shall be self-attached. However, if require OIL will have right to request for the original document. The EOI should be delivered in a sealed envelope and with “EOI for Shortlisting Architectural and Engineering Consultant for IDTR Project near Guwahati” ” clearly written on it and should reach the above address.

Selected consultant will be informed subsequently to submit the detailed technical and financial offer and terms and conditions.

Notwithstanding anything contained above, OIL reserves the right to reject any or all offers without showing any reason thereof.

Interested parties may also visit company’s website oil-india.com for further details.

EMPANELLEMENT OF ARCHITECT

Basic Information

1	a) Name of the applicant/Organization b) Address of the registered Office c) Address of office IN Assam (With Phone Nos (if any),FAX nos., e-mail ID & contact Person)	
2	Year of establishment	
3	Type of the organization (Whether sole proprietorship, Partnership, Privet Ltd. or Ltd. Co. etc) (Enclose certified copies of documents as evidence)	
4	Name and Qualifications of the Prop. / Partners /Directors of the Organization / Firm (Enclosed certified copies of documents as evidence)	
5	Details of registration (Whether Partnership firm, Company etc. Name of registering Authority, Date and registration no. (Enclose certified copies of documents as evidence)	
6	Whether registered with Govt. / Semi govt., municipal authorities of any other Public, Organization and if so, in which class and since when? (Enclose certified copies of documents as evidence)	
7	a) No. of years of experience in the field and detail of work in any other field. b) Whether ISO certified, furnish the details	
8	Area of business activities other than Architecture, if any, and place of business.	
9	a) Yearly Turnover of the Organization during last 3 years (year wise) and furnish audited balance sheet and profit and loss a/c (audited) for the last 3 years. b) Committed turnover in 2013-2014 2014-2015 2015-2016	
10	PAN No.	
11	Details of registration for sale tax and service tax	
12	Registration with Govt Dept., Municipalities etc.	

DOCUMENTS SUBMITTED :

Sl. No.	Documents
1	
2	
3	
4	
5	
6	
7.	

**Signature of the applicant
Or authorized representative**

Annexure II

Work executed as Prime Consultant/Architect on work of a similar nature (of value not less than Rs. 09 crore) over the last seven years:

Project Name	Name and address of the Client	Description of work	Contract no.	Value of work (lacs)	Date of issue of work order	Stipulated period of completion	Actual date of completion	Remarks explaining reason for delay

Notes:

1. Information has to be filled up specifically in this format. Please do not write remarks "As indicated in Brochure"
2. Date shall be reckoned from the date of advertisement of the notice in news papers.
3. For certificate, the issuing authority shall not be less than an Executive In charge.
4. Provide photograph of each project (150mmX 200mm)

Annexure III

Work in hand as Prime Consultant/Architect on work of a similar nature (of value not less than Rs. 09 Cr)

Project Name	Name and address of the Client	Description of work	Contract no.	Value of work (lacs)	Date of issue of work order	Stipulated period of completion	Actual date of completion	Remarks explaining reason for delay

Notes:

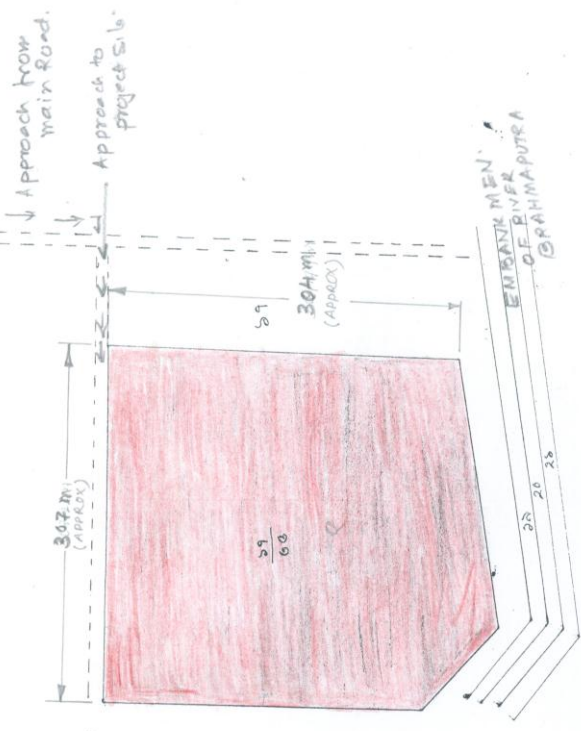
1. Information has to be filled up specifically in this format. Please do not write remarks "As indicated in Brochure"

Annexure IV

Detail Of Key Personal, Giving Details About Their Technical Qualification & Experience Including That In Your Establish-ments	Name and designation with COA registration No (if applicable)	Age	Qualifi cation	Experience	Nature of work handled	Name of the projects handled costing over Rs. 30 lakhs	Date from which employed in your organization	Indicate details of experience to similar Project
1	2	3	4		5	6	7	8

1. Information has to be filled up specifically in this format. Please do not write remarks “As indicated in Brochure”
2. Indicate other points, if any, to show your technical and managerial competency to indicate any important point in your favors.

ମାପ :- ବିଷୟ ଗୁଣ
 ମୋଡ଼ :- ମାପ ସମ୍ପର୍କ
 ଦୂର :- ୨୦୦୫ ମିଟର
 ବିଷୟ :- ମାପ ସମ୍ପର୍କ (ମାପ)
 ମାପ :- ୩.୫.୧୫



ମାପ ସମ୍ପର୍କ ମାପ (ମାପ)



ମାପ ସମ୍ପର୍କ (ମା)
 ୨୦୧୨/୧୫
 ମାପ ସମ୍ପର୍କ

ମାପ ସମ୍ପର୍କ (ମା)
 ମାପ ସମ୍ପର୍କ