

EXPRESSION OF INTEREST (EOI)
for
Empanelment of Architects for various Projects

**INKEL LIMITED**

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INKEL LIMITED

Name of Work: **Empanelment of Architects for various Projects**

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Notice Inviting Expression of Interest for the Empanelment of Architects for various Projects

1. Introduction/Background

INKEL Ltd is a Public Private Partnership (PPP) initiative promoted by the Government of Kerala. It brings together, the government agencies, non-resident and resident investors and the general public, to create a platform for the development of public infrastructure. The main objective of INKEL is to attract public and private capital and professional expertise for infrastructure development.

Government of Kerala has assigned INKEL Ltd the implementation of various projects under the Department of Health & Family Welfare, Department of General Education, Department of Treasuries, Department of Tourism etc.

As the projects are owned by the Government, the rules, guidelines and norms applicable for execution of public works following PWD/CPWD guidelines and various directions by the State Government, Central Government, and their agencies are to be followed strictly ensuring compliance to quality standards.

2. Objective for the Empanelment of Architectural Consultants

INKEL intend to take the service of Architectural Consultants by preparing a panel of Consultants for availing their service as and when required. Architects having experience in design of Hospital Projects shall be categorized separately for Health Projects.

It is proposed that the Architectural Consultant will assist INKEL in Projects from the conceptual stage till successful completion and handing over to the client.

3. Scope of services by the Architectural Consultant

1. Design : Prepare Conceptual Design, Master plan and interior details based on client requirements and site conditions
2. Preparation and submission of drawings for statutory approvals
3. Prepare working drawings & specifications
4. Construction stage:
 - a. Prepare and issue working drawings and details for proper execution of works during construction
 - b. Approve samples of various elements and components
 - c. Check and approve shop drawings submitted by contractors/vendors
 - d. Visit the site at intervals mutually agreed upon and inspect the works to ensure that construction proceeds generally in accordance with drawings and specifications
 - e. Issue certificate for virtual completion of works
5. Completion stage: Prepare and submit completion report and drawings for the project, as required for the client to obtain 'Completion / Occupancy Certificate'.

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6. Eligibility

- a. The applicant must be a reputed architectural consulting firm with experience and expertise in Architectural Consultancy Services of major building projects.
- b. Experience in design of hospital projects is mandatory for empanelment for health projects. Applicants must specify the Category for which they are applying for.
- c. The applicant should have experience in the aforesaid projects in India or abroad for a period of minimum **seven years** ending on March 31, 2022.
- d. The applicant shall preferably have an office in the state of Kerala
- e. The applicant should have carried out Architectural Consultancy Services for projects in India during **last seven years**, as per the below mentioned criteria.

As per the experience furnished by the applicant, firms will be empanelled category wise with the eligibility criteria mentioned below.

Category A –Hospital Projects/Infrastructure Development Projects/ Other Projects

Firms under this category will be considered for works without any financial limit.

Eligibility conditions:

1. Firm should have completed Architectural Consultancy services as explained in Clause 3.

Three similar works each of value not less than Rs. 40 Cr.

OR

Two similar works each of value not less than Rs. 60 Cr.

OR

One similar work of value not less than Rs. 80 Cr.

2. One work of any nature (either part of (1) above or a separate one) costing not less than Rs. 40 Cr for Central/State Government Department/Central Autonomous Body/Central Public Sector Undertaking.

Category B- Hospital Projects/Infrastructure Development Projects/ Other Projects

Firms under this category will be considered for all the works upto Rs. 50cr.

Eligibility conditions:

1. Firm should have completed Architectural Consultancy services as explained in Clause 3.

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Three similar works each of value not less than Rs. 20 Cr.

OR

Two similar works each of value not less than Rs. 30 Cr.

OR

One similar work of value not less than Rs. 40 Cr.

2. One work of any nature (either part of (1) above or a separate one) costing not less than Rs. 20 Cr for Central/State Government Department/Central Autonomous Body/ Central Public Sector Undertaking.

Category C- Hospital Projects/Infrastructure Development Projects/ Other Project

Firms under this category will be considered for all the works upto Rs. 25 Cr.

Eligibility conditions:

- 1.Firm should have completed Architectural Consultancy services as explained in Clause 3.

Three similar works each of value not less than Rs. 10 Cr.

OR

Two similar works each of value not less than Rs. 15 Cr.

OR

One similar work of value not less than Rs. 20 Cr.

- 2.One work of any nature (either part of (1) above or a separate one) costing not less than Rs. 10 Cr for Central/State Government Department/Central Autonomous Body/ Central Public Sector Undertaking.

Category D - Hospital Projects/Infrastructure Development Projects/ Other Projects

Firms under this category will be considered for all the works upto Rs. 10 Cr.

Eligibility conditions:

- 1.Firm should have completed Architectural Consultancy services as explained in Clause 3

Three similar works each of value not less than Rs. 4 Cr.

OR

Two similar works each of value not less than Rs. 6 Cr.

OR

One similar work of value not less than Rs. 8 Cr.

One work of any nature (either part of (1) above or a separate one) for Central/State Government Department/Central Autonomous Body/ Central Public Sector Undertaking

- f. The eligible consultant shall be required to submit self-attested copies of the following along with the application.

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- i. Copy of registration certificate of the firm.
- ii. Documents supporting the requirement as per the above criteria including the appointment letter / work order or contract agreement and letter of successful completion from the client.
- iii. Details of Permanent Account Number (PAN).
- iv. GST registration certificate.

7. Instructions & Guidelines for Submission of Application for Empanelment of Architectural Consultants

- a. The detailed document can be downloaded from our website at www.inkel.in
- b. **Any addendum/corrigendum relating to this EOI will be published in INKEL website only & these will be part of the tender.**
- c. Application with annexures I to VI shall be submitted in sealed envelope super scribing “**Expression of Interest for Empanelment of Architectural Consultants**”, on or before **22.04.2022** up to **5:00PM** in the office of INKEL Ltd, 2nd Floor, Ajiyal Complex, Post Office Road, Kakkanad, Kochi-682030. The application shall be signed by the authorized person (s) of the firm. All pages of the EOI document shall be signed and seal affixed by the applicant.
- d. The application shall be submitted only as per the enclosed format (s) along with annexure, along with Self-attested documentary proof(s) in respect of the details furnished in the application form. The intending firms shall also submit the list of such projects where due to any disputes/litigation was invoked and or the consultancy services were abandoned/suspended by the client(s). Suppression of any information in this regard may lead to disqualification of the Firm concerned, if such information comes to the notice of INKEL, subsequently incomplete applications will be summarily rejected.
- e. INKEL reserve the right to accept or reject any application or cancel this EOI process without assigning any reason or incurring any liability thereof.
- f. Firms having experience in designing Green Buildings as per GRIHA norms or equivalent recognized Indian/International norms should give details of such works carried out by them during the last five years. This will be considered as plus point.
- g. Summary of regular/permanent professional employees and key Personnel including the nature of specialization, qualifications and experience should be enclosed along with certificates.
- h. Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.
- i. The Empanelment shall be valid for a period of **03 (Three)** years from the date of empanelment. The validity period may be extended further at the discretion of INKEL. Performance of the empanelled consultants will be reviewed annually and consultants are liable to be removed from empanelled list, if their performance found

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unsatisfactorily.

- j. Applicants who have successfully fulfilled minimum criteria shall be eligible to apply. Certified copies of award letters or work order or contract agreement or completion certificate from the client (Certificate issued by an officer not below the rank of Executive Engineer or equivalent) should be enclosed.
- k. EOI submitted by firms formed as joint ventures for the purpose of participating in this particular EOI is not eligible.
- l. INKEL shall not be responsible for any delay/ loss of documents or incorrect filling of application form and annexures I to VI of the application. Also INKEL shall not be responsible for delay/ non-receipt of filled-in application form along with documentary proofs sent by registered post.
- m. INKEL reserve the right to modify the criteria and take its own decision if so required.
- n. The evaluation of the applications submitted by the firms shall be undertaken based on details submitted by them strictly as per requirement of this EOI document. It is therefore essential that all the details submitted by the applicants are accurately and specifically as per requirement of this EOI. However, INKEL reserve the right to ask any clarification from the applicants for details submitted if it so desires during evaluation.
- o. Empanelment do not assure awarding/selection for any work.

The Applicant shall provide professional, objective and impartial advice and at all times hold INKEL's interests paramount, avoid conflicts with next level of assignments for carrying out Consultancy. The Applicant shall not accept or engage in any assignment with INKEL, that would be in conflict with its prior or current obligations to other employers, or that may place it in a position of not being able to carry out the assignment in the best interests of INKEL.

Any clarification required by applicant firms on the invitation of EOI, shall be sent from official e-mail id only, addressed to tenders@inkelkerala.com, within 10 days from the date of publishing.

5. Evaluation Criteria

Following points are considered for evaluation:

- a. Organizational Details.
- b. Experience of Architectural Consultancy assignments completed.
- c. Consultancy assignments in progress.
- d. Award winning Projects /GREEN building for which GRIHA/ Indian/International standards rating earned.
- e. Experience in Hospital Projects, Infrastructure Development Projects, Industrial

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parks etc

- f. Experience in BIM modeling to be mentioned, if applicable.

INKEL reserves the right to modify the criteria and take own decision if so required.

6. Selection of Firm for award of the assignment:

For each project, a quote will be invited from the appropriate Category empanelled firms. The assignment will be awarded to the firm who quotes lowest rate.

Sd/-

Chief Engineer
INKEL Limited

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APPLICATION FORM FOR EMPANELMENT

INFORMATION TO BE FURNISHED BY THE APPLICANTS

No	Particulars	Details
1	Name of Organization	
2	Address	
	Mobile No.	
	Telephone No.	
	E-mail ID	
3	Office address in Kerala with phone number	
4	Organization Details	Annexure I
5	List of Consultancy assignments completed during the last seven years ending 31 st March, 2022	Annexure II
6	List of Consultancy assignments in progress	Annexure III
7	List of works for which GRIHA /Internationalratings for Green buildings	Annexure IV
8	Undertaking	Annexure V
9	Details to be submitted in the covering letter	Annexure VI

Place:

Date:

Authorised Signatory

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Annexure I

ORGANISATIONAL DETAILS

No	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship/ Partnership/ Any other)	
3	Details of Registration as Architectural Consultancy Firm (Evidence pertaining to this to be submitted)	
4	Empanelment with Govt. Organizations on or after 0.1.01.2018(Mention names along with copies of empanelment letters/orders)	
5	Number of Architects/Engineers available	
6	Name, Designation, Academic Qualification, Experience of	
	Key Personnel (Bio data to be enclosed)	
	Others (Bio data of each to be enclosed)	
7	Address and phone numbers of Head and Key personnel	

Signature:

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Annexure II

LIST OF CONSULTANCY ASSIGNMENTS COMPLETED DURING THE LAST 07 YEARS ENDING 31st March, 2022

Sl.No	Name of Project	Project Cost	Name and Address of the Client	Period of assignment	Remarks

NOTE:

The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/client.

Place:

Date:

Signature:

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Annexure III

LIST OF CONSULTANCY ASSIGNMENTS IN PROGRESS

Sl.No	Name of Project	Project Cost	Name and Address of the Client	Status of assignment/status of project

The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or certificates.

Place:

Date:

Signature

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Annexure IV

List of works for which GRIHA/International ratings for Green buildings

Sl.No	Name of Project	Project Cost	Name and Address of the Client	Status of assignment/status of project

Place:

Date:

Signature :

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Annexure V

TO WHOM SO EVER IT MAY CONCERN

1. It is certified that our firm, is having in-house capability of carrying out **Architectural Consultancy services** as laid down in Clause 3.0 of the Notice Inviting Expression of Interest (EOI) for **'Empanelment of Architectural Consultants for INKEL'**.
2. It is certified that our firm is not blacklisted by any Central/StateGovt. Departments/ PSUs/ Autonomous and statutory bodies.
3. It is further certified that all information/data furnished in the application form and annexures for Empanelment are true to the best of our knowledge and belief.

Date:

Place:

Signature:

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Annexure VI

DETAILS TO BE SUBMITTED IN THE COVERING LETTER

1. Name of Firm :
2. Mailing Details of Firm :
 - a Address :

 - b Tel No. :
- 3 E-mail ID of Firm :
- 4 Contact details of the applicant :
 - a Name :
 - b Designation :
 - c Mobile No :
 - d Tel. No :

Date:

Place:

Signature: