



BANK OF BARODA

**Zonal Office, Ernakulam
M G Road, Metro Station
Complex, M G Road
Ernakulam-682035**

**PREQUALIFICATION OF ARCHITECTS FOR CONSTRUCTION OF COMMERCIAL
BUILDING AT PLOT WITH SURVEY NO.1626/4 &1626/5 KANAYANNUR TALUK,
ERNAKULAM VILLAGE NEAR CANON SHED ROAD, DISTRICT ERNAKULAM, KERALA**

LAST DATE OF SUBMISSION : 05.11.2022 UPTO 1500 hrs

**NOTICE FOR PREQUALIFICATION
OF ARCHITECTS FOR CONSTRUCTION OF COMMERCIAL BUILDING AT PLOT NEAR
CANON SHED ROAD, ERNAKULAM**

Bank of Baroda invites sealed applications/bids from competent and reputed Architects for prequalification of Architects for following work:

Name of the Project	Tentative cost (Rs.)
Construction of Bank's Commercial Building at plot with Survey no. 1626/4 & 1626/5 Kanyannur Taluk Ernakulam village near Canon Shed Road, District Ernakulam, Kerala	12.21 Cr

Brief description of Work

Bank proposes to set up commercial building at its own plot of land admeasuring 31.36 Cents located near Canon Shed Road in Kanyannur Taluk Ernakulam Village, Ernakulam, Kerala. The building is proposed to be constructed as bank's commercial building for accommodating branch, canteen, meeting hall, regional office, zonal, office, other offices etc. along with parking facilities.

The Scope of Architect's work shall be to design the structure as per requirement and site conditions, prepare necessary drawings, taking approvals from the local authorities like Kochi Municipal Corporation, Fire Safety Department, Environmental Department, KSEB etc ,preparing tender documents, preparing DPR, monitoring the project, quantity calculation during construction, assisting bank for engaging Green Building Consultant, Contractors for various construction activities and also for supply and installation of HVAC, Solar, electrical ,electromechanical equipment, required for operation of the building. All the professional services shall be as per the local / statutory / mandatory laws / guidelines.

Bank reserves the right to increase or decrease the quantum of the work at any stage; no additional claim will be entertained in this regard.

Eligibility Criteria

Architects/Architectural firms who are desirous of applying for above work and fulfills following minimum requirements only need to apply

- 1 Experience of having successfully completed similar* jobs i.e. during last -7- years (as of 12.10.2022) should be one of the following:
 - a) One similar job completed work costing not less than Rs. 9.70 Crs
OR
 - b) Two similar jobs completed works costing not less than Rs. 6.00 Crs each
OR
 - c) Three similar jobs completed works costing not less than Rs 4.80 Crs each

Cost limit 4.00 Crs, 6.00 Crs & 9.70 Crs is for the construction work completed.

***Similar Job shall mean providing architectural services for the construction of multistoried (minimum -5- floors including basement floor) Commercial / Administrative / Public / Institutional buildings.**

- 2 Should be having valid Council of Architects registration (Mandatory).
 - i) In case of proprietorship firm ,the proprietor should have Council of Architects registration
 - ii) In case of Partnership firm/Company, there shall be a sufficient number of architect (partners) having Council of Architects registration who will continue in the firm and sign all required documents related to the drawings, applications etc.
- 3 Average annual turnover for the last three years should not be less than Rs.9.00 Lakhs.
- 4 Should have sufficient experience of successful completion of similar nature. Necessary documents pertaining to this should be submitted to that effect.
- 5 Should have at least one full-fledged functional office in Kerala (mandatory) and preferably at Ernakulam. Proof should be enclosed for verification. While participating the tender, if the bidder does not have office in Kerala but qualifies as H1 bidder(highest scorer in design competition) for getting the work then the architect/firm will have to setup a full-fledged office in Kerala within -30- days of intimation given by bank.
- 6 Should be having sufficient organizational structure comprising of qualified personnel viz. Architects, Interior designers, Engineers etc. along with other technical personnel/ associates to carry out execution of such work in terms of nature and magnitude.
- 7 The firm should be in existence for a minimum period of last -5- years and rendering architectural services. Work experience shall be counted in the name of firm/agency only which has participated in this exercise as bidder/tendered/applicant. The bidder should submit a valid document as a proof for registration of the firm/company etc.
- 8 The firm should have sufficient number of experienced personnel, technical know-how, and other resources for the completion of subject work.

General Instructions/information to bidder/tenderer/applicant

**Bidders/applicant/tenderer stands for the agency/consultant applying/participating in this tender exercise*

1. Bidders/applicants has/have to seal and sign every page of the tender/application/bids as proprietor/partner/director of the company/firm, necessary documents are mandatory to be enclosed. In case ,if the tender/application/bid is signed by the Authorized Signatory/POA holder, an authority proof(on Rs.100 stamp paper) or POA copy should be added for acceptance of the tender/application, or else tender/application are liable to be summarily rejected.

2. Bidders/applicants has/have to submit sealed tender/bids/applications after mentioning the name of tender exercise i.e. "Prequalification of architects for construction of Bank's Commercial Building at plot with Survey no. 1626/4 & 1626/5 Kanyannur Taluk Ernakulam village near Canon Shed Road, District Ernakulam, Kerala"
3. The bidders/firms are required to submit all the necessary credentials/supporting documents as a proof to their eligibility as per the aforesaid eligibility criteria. Those who do not submit Performance Certificates/Completion Certificates issued by their previous employers / clients for the above similar jobs are liable to be summarily rejected. Necessary verification of the credentials submitted shall be carried out by bank for shortlisting the bidders/firms in respect of satisfactory verification of their credentials. Only those bidders will be invited for participating in the design completion for whom the feedback received during verification is found satisfactory.
4. The bidder/applicant is mandatorily required to furnish an undertaking in ANNEXURE-VI on company/firm letter head for not having blacklisted by any PSU,PSE, Central/State Government during last -5- years; or else tender/application are liable to be summarily rejected. Audited balance sheets for FY 2018-2019, 2019-2020, 2020-2021 to be submitted along with the Turn Over Certificate issued by chartered account. Audited balance sheets for FY 2021-2022 should also be submitted, if audited.
5. Bank reserves the right to accept or reject any or all the applications without assigning any reasons whatsoever. No additional claim will be entertained in this regard. Conditional offers shall be rejected.
6. Canvassing or support in any form for the acceptance of any application is strictly prohibited. Any bidder/applicant doing so will render himself liable to penalties which may include disqualification.
7. All disputes arising out of the said project shall be resolved under jurisdiction of Ernakulam city only.
8. Bank reserves the right to cross verify the credentials furnished by the firm/bidder/tenderer through COA/IIA/Clients/Previous clients/Any authority. In case of receiving any false/negative report/feedback, the firm/bidder shall not be considered for technical prequalification.
9. In case of any addendum or corrigendum, information will be displayed in bank's website only. Bidders/applicants are request to keep in touch with bank's website in tender section or follow the link <https://www.bankofbaroda.in/tenders/zonal-regional-offices> OR visit Tender Section in Bank of Baroda website.

Applications complete in all respects along with relevant documents and information in the prescribed format/**Annexure-I** (along with compilation chart) to be submitted in a sealed envelope super scribing **PREQUALIFICATION OF ARCHITECTS FOR CONSTRUCTION OF COMMERCIAL BUILDING AT PLOT WITH SURVEY NO.1626/4 & 1626/5 KANAYANNUR TALUK, ERNAKULAM VILLAGE NEAR CANON SHED ROAD, DISTRICT**

ERNAKULAM, KERALA, to the address given below on or before 05.11.2022 upto 1500 HRS

**The General Manager,
Bank of Baroda,
Zonal Office, Ernakulam,
4th Floor, M. G. Road Metro Station Complex, M. G. Road, Ernakulam-682035**

This is a prequalification process and no price details need to be furnished here.

The Applications/bids/tenders will be **opened on 05.11.2022 AT 1530 hours** in the presence of designated committee of executives and bidders/representatives of bidders. Applicants/their representative are requested to be present during tender opening. No separate information will be given in this regard. In case of holidays/strikes/bands or any reason causing a holiday/non-working day exactly on the last date of submission of tenders/offers; the last date of submission will be shifted to next working day. The same will be applicable for date of opening of tenders/bids.

Downloaded application from Bank's website alone needs to be used by the Architects/Architectural firms only. All the information should be furnished in the space provided and documentary evidences / copies of certificates duly certified alone need to be attached.

Queries

The bidders for pre-qualification are requested to obtain any information for the services to be rendered by contacting the Bank's official / engineer attached to our Zonal Office at Ernakulam, during working hours not later than 2 days before the due date of submission of pre-qualification documents.

Contact Persons	: Chief Manager (Civil Engg)/Sr. Manager-Technical
Telephone Numbers	/ 0484-2867817/818
E Mail	: pe.ekmz@bankofbaroda.com

SCOPE OF WORK

To provide Architectural Consultancy Services for the construction of the proposed commercial building in terms of the following:-

- Civil, Electrical, Plumbing, allied works & Interior works of proposed commercial building.
- Electrical fittings, fixtures, Firefighting, detection and protection system.
- Solar System, HVAC system
- New electrical system that includes, lighting equipment, panel boards, cables etc.
- Closed circuit television system (CCTV).
- Complete liasoning with local authorities (Kochi Municipal Corporation, Fire Safety Department, Environmental Department, labor department etc) and obtaining necessary permissions as per bye laws /local laws / statutory authorities.
- DG Set of required capacity.
- Overall Monitoring, Keep the bank/employer updated in advance for the future consumed quantities of items at every stage, Bill Verification, Attending Site Meetings etc.
- Assisting the bank/employer for identifying the PMC for the project
- Have a proper co-ordination between contractors, consultants and the employer/bank.
- Provide and assist in obtaining green building approvals as per IGBC. Incorporating Green Building features.

Note: - Co-ordination, obtaining statutory approvals related to Plans etc, infrastructural requirement such as design the electrical system of the proposed buildings that includes, Lighting Equipment, Panel Boards, DG Set etc shall be included in the scope of Architects. Increasing /decreasing the scope of the work will be at the discretion of employer and no claim in this matter will be entertained by the bank under the matter.

Design Evaluation Committee

The selection process shall be through the Limited Design Competition among the shortlisted Architects.

For the selection process, the Design Marking Committee of minimum -3- members is formed with -1- external architect from reputed architectural college and bank's executives including bank's technical officer/s. Minimum -2- members of bank i.e. bank's executives (Chief Managers and above) not less than -1- in number and bank's technical officer/s.

All the Committee members will mark design of all the bidders as per prescribed design criteria and marking break-up. The average marks shall be considered for the competition

ANNEXURE-I**MARKING SYSTEM FOR PREQUALIFICATION**

To qualify the stage of Pre- qualification, the Bidder has to obtain minimum **60%** mark in overall and suggested marks in each category. Bank has the right to obtain confidential report from the clients/ consultants of the works carried out by the bidder.

Sr No	Description	Maximum Marks (Tmax)		Eligibility marks
1	Year of experience in relevant field	1) ≥ 7 yrs 2) For every 'x' years less than 7	20 20 - 2x	8
2	Construction of multistoried (minimum -5- floors including basement floor) Commercial/Administrative/Public/Institutional buildings during last-7- years as of 12.10.2022	1) Project Cost \geq Rs.9.70 Cr 2) $>$ Rs.6.00 Cr 3) $>$ Rs.4.80 Cr	20 15 10	10
3	Experience with PSUs/ PSBs (performance certificate required)	Total no of similar successful works completed, 1) ≥ 2 no of work 2) 1 work 3) No work	10 7 0	7
4	Performance/ quality of work for similar job (will be assessed based on site visit / confidential reports from the clients)	1) Excellent 2) Very Good 3) Good / Satisfactory 4) Average	20 17 15 5	15
5	Project taken / executed through design competition	Marks will be allotted as per the documents of proof submitted	5	5
6	In house set up such as Architecture, Structural Consultant, MEP Consultant, HVAC, Technical Staff, etc.	Marks will be allotted as per the documents of proof submitted <ul style="list-style-type: none"> All consultants in House Successful joint venture with Structural & MEP consultant completed at least one work min Rs.4.80 Crs. 	10	5
7	Green Building including LEED/GRIHA rated building exposure & work.		10	0
8	Compilation status in Annexure VIII		5	5
	Total		100	

No further advertisement will be shall be issued regarding the subject work. Agencies/bidders securing qualifying marks shall be invited for submitting tender along with the design & price bid through a separate notification. The architect identified through a design completion shall be paid architectural consultancy fees at the accepted rate .Please note that the architectural consultancy fees will be calculated on the value of project i.e. amount paid to the contractor excluding GST.

BID EVALUATION CRITERIA (Applicable for Pre-qualified Bidders)

The selection of H1 bidder will be done by quality cum cost based system (QCCBS) as per the following formula.

Techno Commercial Evaluation

$$\text{Total score } T(t) = T(w) \times T(s) + F(w) \times F(s)$$

T (w) stands for weightage for Technical score i.e. 0.7.

T(s) stands for Technical score.

F (w) stands for weightage for Financial score i.e. 0.3.

F(s) stands for Financial score.

$$P(s) = \left[\frac{\text{Prequalification score obtained}}{\text{Max. of Prequalification score obtained}} \right] \times 100$$

$$T(s) = \left[\frac{\text{Design score obtained}}{\text{Max. of Design score obtained}} \right] \times 100$$

$$F(s) = \left[\frac{\text{Minimum rate quoted}}{\text{Rate quoted}} \right] \times 100$$

The bidder with obtaining highest score i.e. T (t), will become H1 bidder. For preparation and submission of necessary drawings, perspective, models for the competition and making presentation before the committee, Bank would be paying an honorarium of Rs.10000.00 only to the shortlisted Architects qualifying to participate in the design competition. No honorarium will be paid for the H1 bidder (Highest scorer) identified through design competition.

Presentation by the selected bidder

The bidders scoring minimum 60 marks shall be invited to submit tender and make presentation to Committee Constituted by the bank to demonstrate their technical and financial capabilities. The score will be provided based on bidder's potential to execute design and engineering for Public Buildings based on depth of their experience, expertise of technical manpower to adopt new and emerging technologies etc as listed below:

1	Conceptual Presentation The conceptual presentation shall necessarily have a concept plan for the project sites. The concept plan shall be based on the requirements and the basic conceptual design and elevations. The evaluation shall be on the basis of the planning, design, 3D model, 3D walkthrough, use of smart concept in the projects etc. as listed below:
a)	Master Planning and zoning (cost effectiveness, site utilization, site orientation, Landscape blending with existing profiles, Economical design of buildings and services).
b)	Design Concept Planning (Aesthetics, Environmental considerations, use of new technologies, use of innovative architectural features).
c)	Presentation (Knowledge of Building Byelaws & statutory requirements, Interpretation of Design concept and overall presentation).

PREQUALIFICATION OF ARCHITECTS
Basic Information

1	<p>Name of the applicant/bidder/firm</p> <p>Address of the Registered Office. (With Contact Nos, Email ID & Contact Person)</p> <p>Address of office in Kerala ,preferably in Ernakulam.(With Contact Nos, Email ID & Contact Person)Enclose the proof</p>	
2	Year of establishment	
3	Type of the organization (Whether sole proprietorship, Partnership, Private Ltd. or Ltd. Co. etc.)(Enclose certified copies of documents as evidence)	
4	<p>Name & qualification of the Proprietor / Partners / Directors of the Organization / Firm</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>enclose certified copies of document as evidence</p>	
5	<p>Details of registration – Whether Partnership firm, Company etc. Name of Registering Authority, Date and Registration number (Enclose certified copies of document as evidence)</p>	

6	Whether registered with Government / Semi – Government / Municipal Authorities of any other Public Organization and if so, in which class and since when? (Enclose certified copies of document as evidence)	
7	<p>a. No. of years of experience in the field and details of work in any other field.</p> <p>b. Whether ISO certified, furnish the details.</p>	
8	<p>Details of Registration with:</p> <p>1) Indian Institute of Architects</p> <p>2) Council of Architects</p> <p>(With year of Registration / Class / Validity)</p> <p>(Enclose certified copies of documents as evidence)</p>	
9	Area of business activities other than architectural consultancy, if any, and place of business.	
10	Address of business activities other than architectural consultancy if any, and place of business	
11	<p>Address of the registered/office through which the proposed work of the Bank will be handled and the Name & Designation of officer in charge.</p> <p>(ENCLOSE ADDRESS PROOF)</p>	
12	<p>[a] Yearly turnover of the organization during last 3 years (year wise) and furnish audited balance sheet and Profit & Loss A/c (Audited) for the last –3- years.</p> <p>[b] Committed turnover in</p> <p>2018 – 2019</p> <p>2019 – 2020</p> <p>2020-2021</p> <p>2021-2022</p>	

	#Certificate of annual turnover(past -03-years) issued by Chartered Account to be enclosed	
13	Name & Address of Bankers	1. 2. 3.
14	PAN No. (ENCLOSE COPY PAN CARD)	
15	GST No. (ENCLOSE COPY)	
16	Work Executed/Completion. Detailed description in --- ANNEXURE-III	
	a. Three similar jobs completed works each costing not less than Rs.4.80 Cr. OR b. Two similar completed works each costing not less than Rs.6.00 Cr. OR c. One similar completed work costing not less than Rs. 9.70 Cr. (Enclose work completion certificate from client)	
17	Work in Hand. Detailed description in --- ANNEXURE-IV	
18	Details of Key Personnel Permanently employed in the firm. Detailed description in (ANNEXURE-V)	
19	Other infrastructural information to be used/ referred for this project. List of available plants, machineries equipments etc.	
20	Furnish the names of -3- responsible persons along with their designation, address, Tel.No., etc., for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization.	1. 2.

		3.
21	<p>Whether any Civil Suit / litigation arisen in contracts executed / being executed during the last 10 years. If yes, please furnish the name of the project, employer, Nature of work, Contract value, work order and brief details of litigation.</p> <p>Detailed description in --(ANNEXURE-VII)</p> <p>Give name of court, place, and status of pending litigation.</p>	Attach a separate sheet if required.
22	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted.	

ANNEXURE-III

**Work 'EXECUTED' as Project Architect on works of similar nature
(of value not less than Rs.4.80 Crs) over the last -7- years
(as of 12-10-2022)**

Project Name	Name of address of Client	Description of work	Contract No.	Value of work (Rs,)	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 remark "As indicated in Brochure".
2. For certificates, the issuing authority shall not be less than an Executive In charge.
3. Documentary proof of work orders and performance certificates from the clients needs to be attached. Extra sheets may be attached ,if required

ANNEXURE-IV**Work 'IN HAND' as Project Architect on works of similar nature
(of value not less than Rs. 4.80 Crs):**

Project name	Name of address of Client	Description of work	Contract No.	Value of work (Rs.)	Date of issue of Work Order	Stipulated period of completion	Actual date of completion	Remarks explaining reason for delay

Note :

1. Information has to be filled up specifically in this format. Please do not write "As indicated in Brochure"
2. For certificates, the issuing authority shall not be less than an Executive In charge.
3. Documentary proof of work orders from the clients needs to be attached. Extra sheets may be attached, if required.

ANNEXURE-V

Details of key personnel, giving details about their technical qualification & experience including that in your establishments

	Name and designation	Age	Qualifi- cation	Exp eri- enc e	Nature of Works Handle d	Name of The Project s Handle d	Date from Which Employed In your Organisa tion	Indicate Details of Experienc e To similar Projects
1	2	3	4	5	6	7	8	9

Notes:

1. Information has to be filled up specifically in this format. Please do not write remark "As indicated in Brochure".
2. Indicate other points, if any, to show your technical and managerial competency to indicate any important point in your favour. Extra sheets may be attached, if required.

UNDERTAKING TO BE FURNISHED ON COMPANY LETTER HEAD WITH REGARD TO BLACKLISTING/ NON-DEBARMENT, BY THE FIRM

To,

The General Manager,
Bank of Baroda, Zonal Office, Ernakulam,
4th Floor, M. G. Road Metro Station Complex,
M. G. Road, Ernakulam-682035

Ref.: Construction of commercial building at plot with survey no.1626/4 & 1626/5 Kanyannur Taluk, Ernakulam Village near Canon shed road, District Ernakulam, Kerala

Dear Sir,

I/We hereby confirm and undertake that I/we, M/s -----
-----, is/are not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector Enterprises/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For M/s -----

Seal & Signature of the bidder

ANNEXURE-VII

Information on Litigation History in which the Bidder is involved:

Client and address	Cause of dispute	Amount (Rs)	Remarks and the present status.

ANNEXURE-VIII**COMPLILATION CHART**

Bidders/applicants/tenderers are requested to complete and submit the compilation chart along with the application.

Sr. No	Documents Required	Provided / or Not Provided (to be filled by Bidders)	Page No
1	Work Order Copy for carrying out similar job [Construction of multi storied building (minimum-5-floors including basement floor)Commercial/Administrative/Public/Institutional building] during last -7- years as of 12-10-2022)		
2	Work Completion Certificate for the work mentioned in Sr. No. 1		
3	Performance/Experience Certificate from the employer for the work mentioned in Sr. No. 1		
4	Work Order Copy from PSB's/PSU's /other reputed organizations for similar work.		
5	Proof for having a full-fledged office in Kerala		
6	Details of Registration with: 1) Council of Architects 2) Indian Institute of Architects (With year of Registration / Class / Validity) (Enclose certified copies of documents as evidence)		
7	Undertaking for not having blacklisted by PSU, PSE, State/Central Government Organization during last -5- years		
8	CA Certificate/It returns as proof of turnover		

I/We hereby declare that I/We have read and understood the above instructions and also declare that all information furnished here are true to the best of my / our knowledge and belief.

Witness Signature

Bidder's Signature.....

Addresses.....

Address.....

.....

.....

Date.....

Date.....