



**SATYENDRA NATH BOSE NATIONAL CENTRE FOR BASIC SCIENCES**  
[Funded by the Department of Science & Technology, Government of India]  
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Ref. SNB/ENGG/EOI/Architect/2017-18/01

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**Notice Inviting Expression of Interest (EOI) for Empanelment of Consultant Architect Firms for Infrastructure Development of Campus**

**1. Preamble**

- 1.1 Satyendra Nath Bose National Centre for Basic Sciences (SNBNCBS) is an autonomous research institute funded by the Department of Science and Technology, Govt. of India. It is an education cum research centre having its campus on 15 acre of land-area at Salt Lake, Kolkata, with hostel facilities.
- 1.2 In view of growth and development of the Centre with time, it proposes to augment its infrastructure e.g. creation of state-of-the-art Laboratories, Auditorium, Seminar Hall complex, Computer Centre, Office Space, Campus Roads, Electrical substation and other essential utility services etc.
- 1.3 Expression of Interest (EOI) in sealed envelope is invited in prescribed format given in **Appendix-I** from reputed and experienced architect firms by the Registrar on behalf of the Centre. Applications should reach the undersigned within 21 days from the date of publication of this advertisement along with all relevant documents.

**2. Objective**

- 2.1 The purpose of inviting EOI is to receive offers from interested architect firms of repute for providing technical consultancy and related services for ongoing and future projects of the Centre under two categories **A) For work value above Rs.25 Lakh and B) For work value up to Rs.25 Lakh.**

**3. Scope of service**

Scope of service of the Consultant Architect for the Centre in or out of the campus premises anywhere in the state of West Bengal, will broadly involve the following:

- a. Surveying the entire campus including existing infrastructure and utility services e.g. water supply, sewerage lines, power supply including cable route and earth pits etc. and preparation of a Detailed Project Report as and when required for submission to Government Department.
- b. Preparation of modified Master Plan of proposed infrastructure development in line with the future need of the Centre.
- c. Geotechnical investigation at strategic locations of future construction activities.



- d. Detailed design, engineering, preparation of architectural & structural drawings of buildings, sewerage & urban drainage system and other structures, landscaping, major road construction, construction of observatory related to Astrophysical research, detailed engineering of utility systems e.g. power supply, air-conditioning, fire-fighting system, LAN etc. as required from time to time by the Competent Authority of the Centre.
- e. Preparation of structural design and certification if and when necessary.
- f. Preparation of preliminary and detailed estimates as per technical specification and approved design and drawing (civil/electrical/mechanical/HVAC/Computer Centre etc.) based on following : -
  - i) DSR
  - ii) If the items are not available in DSR, then prevailing PWD schedule of WB.
  - iii) In case of non-schedule items, rate analysis to be provided as per prevailing market rates.
- g. Preparation of complete "Tender Documents" including Technical Specification, Conditions of Contract (General & Special) and Price Schedule.
- h. Obtaining necessary sanction from local Civic Authority, Pollution Control Board, Electricity and Fire Department of State Govt. and / or any other statutory authority as applicable like CEA. (The statutory payment for this assignment shall be borne by the Centre)
- i. Project work supervision, monitoring and certification of quality tests including collection of samples and certification of bills, deviation statement,, calculation of Bonus/Compensation for delay , escalation, pre-and post work inventory etc for satisfactory completion of the project in entirety.
- j. Preparation and submission of as-built drawings of buildings and service systems including submission of those drawings in both soft and hard format.

#### 4. Eligibility Criteria for short-listing

- 4.1 Eligibility of the applicant for short listing will depend on fulfillment of the following criteria and documentary evidence furnished:
  - a. Firm should be registered under Council of Architecture, Govt. of India for minimum 10 yrs.
  - b. Firm should be based in the geographical area of Kolkata or near about or must have its at least one working office in this City.
  - c. Firm should have experience in providing consultancy services for infrastructure development of campus preferably educational institute or office building complex consisting of multistoried framed structure constructed on pile foundation along with associated amenities and utilities including electrical, air-conditioning & fire



fighting system, road / pavement construction, landscaping etc. during last five (5) years ending 31<sup>st</sup> March, 2017.

- d. The Firms desirous to be empanelled under category A should preferably have ECBC Compliance certificate/enlistment from the Bureau of Energy under Ministry of Power.
- e. Firm should possess credential for having completed at least one similar / institutional building project with minimum project value of Rs.10 crores in a single job (For Category # A) and Rs.2 crores or more in a single job (For Category # B) during any of the last five years ending 31<sup>st</sup> March 2017.
- f. Firm should submit audited accounts statement for the last three (3) years ending 31<sup>st</sup> March, 2017.
- g. Firm should submit the list of Technical Staff strength under their payroll for at least last 6 months with their educational qualification and professional experience.

4.2 The short listed firms will be called for Technical Presentation.

4.3 A panel of Firms will be selected based on Technical Presentation of short listed firms. The panel will remain valid initially for a period of three (3) years with a provision of extension for another 2 years, subject to review by the Centre on satisfactory performance with the Centre or elsewhere. Final short-listing of firms shall be decided by the Centre based on the past experience, type of projects handled, feedback from the existing and past clients, technical profile of the firm etc.

Mere fulfilment of the minimum eligibility criteria does not entitle a firm to be automatically qualified for preliminary or final selection. The decision of the Centre on selection of only a specific number of Architects irrespective of their credentials will be final and the Centre reserves the right to accept or reject any/all applications. No request / communication in this regard will be entertained.

4.4 Architects, included in the previous expired empanelment and desirous to get empanelled once again against this invitation of the Centre, are freshly required to apply.

4.5 For final selection, Request for Proposal (RFP) or any other enquiry for consultancy services shall be freshly invited from the initially selected Firms as per standard norms and procedure of the Centre.

The application for empanelment with relevant documents in support of credentials including filling up the formats in Appendix I, Annexure-I, Annexure-II and Annexure-III (without mentioning any rate etc) may be submitted, super scribing the envelope as "Application for Expression of Interest (EOI) for empanelment of Consultant Architect Firms for Infrastructure Development of the Centre" and should be sent to the below mentioned address of the Centre before 17-00 Hrs. on 20.11.2017 as follows:-



The Registrar,  
S. N. Bose National Centre for Basic Sciences  
Block-JD, Sector-III, Salt Lake, Kolkata-700106

The Centre reserves the right to accept or reject any or all the applications without assigning any reason.

**Instructions to the applicants for furnishing information for empanelment**

1. Intending Applicants are required to submit their applications with full details about their organization, experience, technical personnel in their Organisation, competence and adequate evidence of their financial standing etc. in the enclosed format which will be kept confidential.
2. While deciding upon the empanelment great emphasis will be given on the ability and Competence of applicants to do good quality works within the specified time schedule and with proven satisfactory performance in the organization worked for.
3. The application shall be signed by person/s on behalf of the Agency having necessary authorization or Power of Attorney (certified copies to be enclosed).
4. If the space provided in any of the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheets.
5. The applications received after due date will not be considered and liable for rejection.
6. This may kindly be noted that on receipt of the EOI Applications, the Centre has got the discretion to shortlist firms for empanelment under two categories based on their past experience, performance, set-up and financial status. The Centre will not entertain any query /objection from the Firms or give any explanation about the selection procedure under any circumstances.
7. Extension/Addendum/Modification of the EOI Document will be uploaded only in the Centre' Website.

**Sd/-  
Shohini Majumder  
Registrar**

Abridged version of the above advertisement is published in the following newspapers on 30th October, 2017 (Monday):

1. THE TIMES OF INDIA (Kolkata Edition)
2. ANANDABAZAR PATRIKA
3. SANMARG (Hindi)



**Appendix-I: Application Format**

**Expression of Interest (EOI) for empanelment of Consultant Architect Firms**

Advertisement Ref. \_\_\_\_\_

Category Applied for:  A  / B

1. Name of the Firm :
2. a) Year of Establishment; :
- b) No. of years of experience :  
in the field and details of  
work in any other field :
- c) Whether ISO certified, :  
furnish the details :
3. Address :
- i) Registered Office :
- ii) Kolkata Office :
4. Email address :
5. Contact No. (Landline) :
- b) Registered Office :
- c) Kolkata Office :
6. Contact Person/s with  
Landline/Mobile number :
- b) Registered Office :
- c) Kolkata Office :
7. Firm Registration No. :
8. Type of the organization :  
(Whether sole Proprietorship,  
Partnership, Private Ltd. or  
Ltd. Co. etc.)



9. Documents to be submitted for Short-listing :

Annexure	Documents to be submitted	Submitted	
		Yes	No
A	Brief details / Profile of the Firm including In-house facilities		
B	Firm Registration Certificate as per criteria 4.1 a		
C	List of key technical personnel and their qualification		
D	Details of projects handled during last 5 years		
E	Project value as per criteria 4.1.e		
F	Details of projects in hand, if any		
G	Yearly turnover of the organization during last 3 years (year wise) and furnish Audited/CA Certified balance sheet profit & Loss A/c. for the last 3 yrs as per criteria 4.1.f		
H	Proof of PAN		
I	Proof of Service Tax Registration No. / GST Registration No., whichever is applicable		
J	Proof of ISO / Equivalent Quality Certification, if any.		
K	Name & Qualification of the Proprietor / Partners / Directors of the Organisation / Firm (Enclose certified copies of document as evidence)		
L	Registration of Council of Architects		
M	Latest Income Tax certificate		
N	Names of 2 responsible persons along with their designation, address, Tel. No. etc. for which organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization, i.e. Completion Certificate		
O	Annexure I, II and III of the EOI		
P	ECBC Empanelment, if any (For Category A)		

Note: If the space is insufficient, extra sheet can be attached.

Signature by authorized signatory of the firm with Official Seal

