



Satyendra Nath Bose National Centre for Basic Sciences

Block - JD, Sector - III, Salt Lake, Kolkata - 700106
(An autonomous institute under Department of Science and Technology, Govt. of India)

Ref. No.: SNB/ENGG/EOI/Fire/18-19/02

Date: 07.09.2018

Invitation for Expression of Interest (EOI)

for

Engagement of Project Management Consultant

for

Consultancy Service for Implementation of Comprehensive
Fire Detection and Fire Fighting Works and Obtaining of
Fire NOC for All Buildings & Structures at SNBNCBS, Salt
Lake, Kolkata-700106

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Fighting Works and Obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt
Lake, Kolkata-700106**

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Invitation for Expression of Interest for Engagement of Project Management Consultant for Consultancy Service for Implementation of Comprehensive Fire Detection and Fire Fighting Works and Obtaining of Fire NOC for All Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106

1. Invitation for Expression of Interest:

Invitation is made for Expression of Interest from Reputed and Experienced Organization, to be engaged in Fire Safety work as Project Management Consultant (CONSULTANT) for design of state-of-the-art Fire Safety Solution and Project Management Consultancy Service for Implementation of comprehensive Fire Detection, Fighting and Safety Works and obtaining of Fire NOC from Statutory Authorities to all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106.

Initially, an Expression of Interest as per prescribed format given in point.no.-12 from eligible reputed and experienced Project Management Consultant (CONSULTANT) for Consultancy Service for Full Proof Fire Safety Works and obtaining of Fire NOC from Statutory authorities to all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106 is invited by the Registrar on behalf of the Centre.

On scrutiny of the EOI applications and the submitted documents selection of Consultant will be made by the Centre and the selected Consultants will be asked to submit their offer for providing the Consultancy services as detailed below. Details of service, Nature of Activity, Scope of Consultancy, Deliverables, Requisite qualification, Experience and Duration are given in the subsequent paragraphs of this document. Interested experts satisfying the requirements may send Expression of Interest to "The Registrar, Satyendra Nath Bose National Centre for Basic Sciences" within 21 days from the date of publication of this advertisement along with all relevant documents.

2. Brief Objective of Work:

S. N. Bose National Centre for Basic Sciences is an Autonomous Research Institute established under Department of Science and Technology, Government of India in 1986 as a Registered Society. It is located inside a 15 acre Campus at JD Block, Salt Lake , Sector-3, Kolkata-700106 comprising of various single and multi-storied buildings namely a) Main Building, b) 2 Nos. Students' Hostels, c) Guest House , d) Upcoming Integrated Hostel Building d) Laboratories, e) Pump House, f) Sub-station buildings and Generator Room, g) Stores etc. with a total floor area of about 31000 sqm. The water requirement for the Centre is catered by two nos. bore well served by submersible pumps. Besides, there is a source of Municipal water supply which is stored in an underground reservoir.

SNBNCBS wishes to engage a **Project Management Consultant (CONSULTANT)** with proven expertise and track record for Design and Implementation of state-of-the-art Fire Safety solution, for Consultancy Service for Obtaining of Fire NOC and Implementation for Full-Proof and centralised Fire Safety system to all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106, as per the scope of work as detailed in point no.- 6(a). The CONSULTANT Fire Safety Expert will also be responsible for obtaining necessary NOC for the total system for the Campus from the concerned statutory authority. Being an Educational Institute, the scheme is to be implemented as per IS code IS: 14435(1997).

3. Schedule of Selection Process

The Centre would endeavor to adhere to the following schedule:

Sl. No.	Event Description	Date & Time
Part A : Pre-EOI Stage		
1	Advertisement inviting Expression of Interest for CONSULTANT (Website, Newspaper)	07.09.2018
2	Website for downloading EOI documents, corrigendum addendums etc. http://www.bose.res.in	07.09.2018
3	Date of submission of EOI application and document in favour of agency's credentials.	27.09.2018 by 17.00 hrs
4	Intimation to the selected bidders about pre-qualification eligibility	To be notified later
Part B : Post EOI Stage (Only for selected bidders out of EOI applicants)		
1	Pre-Bid inspection of site as well as Pre-bid meeting	To be notified later
2	Last date for receiving queries/clarifications	To be notified later
3	Last date for submission of Technical and Financial Bids including EMD And signed tender document.	To be notified later
4	Opening of Technical Bids	To be notified later
4A	Evaluation of Technical Bid Documents including inspection of Bidder's set up and inspection of one or two of their executed works in and around Kolkata, if necessary.	To be notified later
5	Opening of Financial Bids	To be notified later

4. Pre-Bid Meeting & Inspection of Site

Pre bid meeting date and time will be intimated so that Bidder may attend the meeting to discuss and submit the points for clarification from the Centre followed by inspection of the campus particularly the buildings and existing fire fighting facility. All bidders, are, therefore, requested to submit name of the concerned person, Telephone/ Mobile Number intimated and Email ID immediately after downloading documents to which the date and time of the Pre bid meeting will be intimated.

Prospective selected bidders out of EOI applicants may visit the site and review the site at any working day before last date of submission of Bid(s). In case the agency has got any query or suggestions in this regard after site inspection, they may inform in writing to the Centre for any clarification/modification of the document already issued/published, to be sent to all bidders.

For this purpose, they will provide notice to the persons specified below at least two days prior to the visit:

Name : S. K. Dasgupta, Superintending Engineer/Amitava Palit, Jr. Engineer

Phone: +91-33-2335 1313/0312/3057/3061/5705/6/7/8

Extension: 106 & 354--- E mail Id: sujit@boson.bose.res.in/amitava.palit@boson.bose.res.in

5. Objective of DBR includes but not limited to:

- a. To describe the type and scheme of Passive & Active Fire Protection system for various areas as per NBC / NFPA / TAC / IS guidelines.
- b. To establish the capacity / numbers of various components for Fire protection system conforming to code of practice
- c. To specify general description and broad specification of fire prevention, and protection system, criteria for selection and sizing of equipment and accessories, material specification.
- d. To specify requirement of different standards so that the purpose and requirements of them are clearly and fully understood.

6(A). Scope of Work (For qualified agencies against EOI):

Detailed description of the objectives, scope of services, deliverables and other requirements relating to this consultancy includes but not limited to:

i) The approximate total area of the Campus is 15 acres. List of total built up area of all buildings & structures in the campus is attached as **Annexure-A**. An up dated site plan in PDF format of the campus is placed as enclosure.

There shall be adequate nos. of fire Hydrants at different points preferably with M. S. Black steel pipe heavy class which shall be laid circumferentially of all structures, Wet Riser and sprinkler system **including** providing and fixing of required nos. of C.I. non-return valve, C.I. butter fly valve, suction strainer with foot valve, GM oblique type hydrant valve, Rubberized reinforced rubber line hose pipe, swinging type hose reel drum, FRP hose box with locking arrangement, Dial type pressure gauge, Fire pumps both electric motor driven and diesel motor driven, Electric motor driven jockey pump, PVC armoured power cable, three way fire brigade connection to fire riser, fire extinguisher of different type & capacities, 2 way fire brigade suction outlet, priming tank and total Fire System Work and anything added/discarded as per statutory regulation.

ii) CONSULTANT may please note that Fire suppression system shall be provided to all the areas except servers/computers are in place. However, for other working areas also, care should be taken so that no welding work or noise-producing work is carried out without prior permission and to the minimum inside the working areas in a phased manner without disturbing the working environment. Opening and covering of false ceiling and false flooring for running of gas pipe line, if any, have to be done in similar process. Therefore bidders are requested to ascertain the site condition dismantling/installation before submission of offer.

iii) Design shall be based on the requirement specified as per scope of works and as per site condition. Hence bidder shall visit the site before quoting. Therefore it is the responsibility of the consultant who himself shall acquaint with site condition and quote accordingly. The design should be made as per the regulation stipulated under WBFES and NBC.

iv) Conducting site survey / study for feasibility and gathering all other necessary information's related to fire safety.

v) Preparation and submission of DESIGN BASIS REPORT (DBR), which should also include the existing facility which is a part of total system.

vi) Approval /Provisional approval of the design, concept and scheme has to be obtained from the Statutory Authority **before tendering process for selection of contractor** for execution of work.

vii) Development & Submission of Detailed Engineering Document.

viii) To design state-of-the-art Fire Safety Solution and Project management Consultancy and implementation for all structures and buildings in this campus.

ix) To design following systems conforming to Local Fire Service Authority's Recommendation/IS.

(a) Designing and Installation of standard state-of-the-art early warning fire and smoke detection system preferably using advanced aspiration technology based detectors which is highly accurate, gives very minimal false alarm and is able to properly detect fire even at incipient stage.

(b) Designing and Implementation of NFPA standard, state-of-the-art appropriate fire fighting system.

x) Technical Specification for all major equipments along with acceptance criteria.

xi) Data sheet for equipment(s)

xii) Approved vendor list

xiii) Pre-tendering activities for execution of work:

a) Preparation of QUALITY ASSURANCE PLAN

b) SLD including various components (both existing and nearby added) giving details of each items.

c) Preparation of estimate for obtaining budgetary support.

d) Complete tender document for inviting tender by the Centre for execution of work.

e) Scrutiny of the technical offer of bidders

f) To take part at the evaluation process and assist preparation of work order with terms and condition etc and attend discussions with the bidders to obtain clarifications / confirmations.

g) Submission of recommendation with comparative statement of the above work.

6(B). Post-Tendering Activities:

a) Preparation of Bar chart indicating activities, target dates and also monitoring/inspecting with respect to various stages of work.

b) Periodical supervision of work by deploying competent technical personnel.

c) Preparation of commissioning norms & acceptance parameters

d) Schedule OF Commissioning & Handing Over

e) Monitoring and Inspection of all stages of the implementation of the work for quality minimum once in a fortnight.

- f) To be associated with stage inspection / commissioning tests etc. and finally certification of work etc. at the time of handing over the work to institute.
- g) Final inspection along with project authority to witness commissioning and performance of the work as per Commissioning Norms and Acceptance Parameters.
- h) Obtaining final NOC from relevant statutory authorities for the entire installation.

Standards for reference.

- Fire Safety recommendations from West Bengal Fire Services.
- National Building Code (NBC) of India: Part 4 - FIRE AND LIFE SAFETY.
- International Building Code (IBC). (2012 edition)
- NFPA 101: Life Safety Code (2012 edition)
- NFPA - 30: Flammable and Combustible Liquids Code
- FIRE PROTECTION MANUAL: TARIFF ADVISORY COMMITTEE (TAC).
- IS: 2189: Code of Practice for Automatic Fire Detection & Alarm System
- NFPA 72: NATIONAL FIRE ALARM CODE
- IS 12456 (2004): Fire Protection of Electronic Data Processing Installation - Code of Practice [CED 36: Fire Safety]
- IS 14435:1997 - Code of practice for fire safety in educational institutions
- NFPA 10 - Standard for Portable Fire Extinguishers
- NFPA 72 - National Fire Alarm and Signaling Code
- NFPA 75 - Standard for the Fire Protection of Information Technology Equipment
- NFPA 80 - Standard for Fire Doors and Other Opening Protective
- NFPA 80A - Recommended Practice for Protection of Buildings from Exterior Fire Exposures
- NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems
- NFPA 92 - Standard for Smoke Control Systems
- NFPA 92A - Standard for Smoke-Control Systems Utilizing Barriers and Pressure Differences
- NFPA 101 - Life Safety Code
- NFPA 105 - Standard for the Installation of Smoke Door Assemblies and Other Opening Protectives
- NFPA 110 - Standard for Emergency and Standby Power Systems
- NFPA 170 - Standard for Fire Safety and Emergency Symbols

6(C). Scope of the Centre / Centre's role and responsibilities.

- i) The Centre will make arrangement to provide soft/hard copies of the existing or as-built drawings as available for all buildings/structures.
- ii) The Centre will also provide to the extent possible the drawings for existing fire alarm systems drawings including water storage facilities available in the campus. However, if the layout of any particular structures/installations in the Centre is in the opinion of the Consultant is inadequate, the Consultant may have to prepare the details as required for the work at no extra cost.

7. Earnest Money and Security Deposit:

- (a) **The bidders need not deposit any EMD at the time of submitting their offer of EOI** but during submission of Techno-commercial and Price bids when asked for, they are to deposit a sum of Rs. 10000/- (Rupees Ten Thousand) only in the form of Demand Draft/Pay Order drawn in favour of the Satyendra Nath Bose National Centre for Basic Sciences. On selection of the agencies based on EOI documents, the selected agencies will be intimated to submit the Techno-commercial and Price Bid. The price bids of qualified agencies based on Techno-commercial evaluation will be opened on a date to be intimated. The Owner is not liable to pay any interest on the security deposit amount and EMD amount. Agencies possessing valid MSME/NSIC certificate are exempted from submission of EMD.

- (b) The CONSULTANT shall permit Centre to deduct a sum of 5% of the gross amount of each running bill till the sum along with the sum already deposited as EMD (if applicable) is adjusted, will amount to security deposit of 5% of the quoted fees of the work.
- (c) EMD of the agency will be liable for forfeiture, if the agency withdraws or amends the offer or impairs or derogates from the tender in any respect within the period of validity of the tender. Further, if the successful tenderer fails to continue the work within the specified period as provision of the contract, the EMD and security deposit will be liable for forfeiture. If the successful tenderer does not commence the service within specified time period, EMD will also be forfeited.
- (d) The Security Deposit may be refunded without any interest, after fulfillment of all contractual obligations, after 14 (fourteen) days after the end of defects liability period provided for the execution work contract (Till the date of final acceptance of the work by the Centre) after the work, carried out by the contractor, has been satisfactorily attended all the defects, in accordance with the conditions of the Contract.

8. Instruction to CONSULTANT:

The nature of job is to design of state-of-the-art Fire Safety Method and Project Management Consultancy during the execution and commissioning as per objectives stated above.

- CONSULTANT should familiar themselves with local conditions and take them into account in preparing those bids.
- CONSULTANT should bear all costs including all taxes associated with the preparations and submission of their bids
- While submitting their bids, CONSULTANTS are expected to go through the bid documents thoroughly comprising the terms and conditions.
- The Covering letter along with relevant documents in response to EOI is to be submitted within the date and time as mentioned in the NIT at the reception in the Main Building of the Centre super-scribing the name of work on the body of the envelope.
- The selected agencies based on issued/published documents if desired, will be issued fresh NIT document, if asked for, which shall be submitted within due date in two separate sealed cover as per instruction and date, time etc. as notified to the selected bidders. The technical & financial bid envelopes should be submitted super-scribing the name of the job and 'Technical Bid' & 'Financial Bid' specifically mentioned and put in a separate bigger envelope duly sealed and to be submitted in the tender box which will be kept in the Main Building of the Centre. Technical Bids will be opened on the date to be notified in the presence of willing participants.
- The date of opening of price bids of the eligible tenderers will be intimated in advance.
- It is to be confirmed that the Planning Scheme has to be prepared conforming to the rules and regulations of all the statutory authorities.

9. Eligibility Criteria:

- a) The applicant should have at-least 10 years of experience in Fire Safety Engineering with proven track record in designing Fire Safety measures for various kinds of fire hazards in Educational, Residential and Industrial complexes, IT / Industrial sector in preparation of DPR / Supervision / Implementation / Safety Audit / Work Zone Safety / Planning etc. of Fire Safety methods like Clean Agent based flooding type fire suppression systems, early warning addressable fire and smoke detection systems, passive fire safety design, water and mist sprinkler systems, etc.
- b) The applicant should have their adequate Fire Engineering Design team firm having one of them a membership of any of NFPA, IFE, SFPE etc and provide at least 2 (Two) Certificates in the form of completion certificate for Fire Engineering system design.
- c) The applicant should have sufficient number of technical and administrative employees for the proper execution of the consultancy job.
- d) This may be noted that merely fulfilling of eligibility criteria shall not automatically qualify the bidder to be eligible to be selected for issuance of Bid documents. The Centre reserves the right to restrict the number of bidders even out of the interested agencies who might have fulfilled the eligibility criteria as enumerated above and no post-selection correspondences from the

unselected agency/ies shall be entertained.

- e) The agency should be based at Kolkata or should have a Technically competent Branch office in Kolkata

10. Selection of Consultant:

Selection of CONSULTANT will be based on past experience and other qualifying criteria as mentioned above, specifically in Fire safety and installation, out of firms responding to the Expression of Interest (EOI)

The Centre may accept or reject any application without assigning any reason.

11. Conflict of Interest

- a) An Applicant shall not have a conflict of interest that may affect the Selection Process for the Consultancy and its implementation. An Applicant shall not have any conflict of interest with any Agencies / Vendors / OEMs / Dealers / Distributors / Solution Providers/Professionals/Agencies whose Products and/or services would be needed in subsequent implementation of the above captioned work. Any Applicant found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Centre shall forfeit and appropriate all Bid Security (if any) as mutually agreed genuine pre-estimated compensation and damages payable to the Centre for, inter alia, the time, cost and effort of the Centre including consideration of such Applicant's Bid, without prejudice to any other right or remedy that may be available to the Centre hereunder or otherwise.
- b) The CONSULTANT and its agency shall not receive any remuneration in connection with the assignment except as provided in the contract. The CONSULTANT and its agency and also its affiliates shall not engage in consulting activities that conflict with the interest of the Centre under the contract and shall be excluded from downstream supply of goods or construction of works or purchase of any asset or provision of any other service related to the assignment other than a continuation of the "Services" under the ongoing contract.
- c) An Applicant shall be deemed to have a Conflict of Interest affecting the Selection Process, if:
 - i) Such Applicant or its Associate receives or has received any direct or indirect subsidy or grant from any other Applicant or its Associate or from Agencies/Vendors/OEMs/Dealers/Distributors/Solution Providers/Professionals whose Products and/or services would be needed in subsequent implementation for this work; or
 - ii) Such Applicant has the same legal representative for purposes of this Application as any other Applicant; or
 - iii) Such Applicant has a relationship with another Applicant, directly or through common third parties, that puts them in a position to have access to each other information about, or to influence the Application of either or each of the other Applicant; or
 - iv) There is a conflict of interest among this and other constructional assignments of the Applicant including its personnel and any subsidiaries or entities controlled by such Applicant or having common controlling shareholders. The duties of the Consultant will depend on the circumstances of each case; or
 - v) A firm/person hired to provide consulting services for the preparation or implementation of a project, and its Members or Associates, will be disqualified from subsequently providing goods or works or services related to the same project.
- d) Without limitation on the generality of the foregoing, CONSULTANTS shall not be hired, under the circumstances set forth below:

- i) Conflict between consulting activities and procurement of goods, works or services: A firm that has been engaged to provide goods, works, or services for a project, and each of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, and each of its affiliates, shall be disqualified from subsequently providing goods, works or services for such preparation or implementation.
- ii) Relationship with Government Ministry / Department's staff: CONSULTANTS (including their personnel and sub-CONSULTANTS) that have a business or family relationship with such member(s) of the Ministry or Department's staff or with the staff of the project implementing agency, who are directly or indirectly involved in any part of ;
 - a) the preparation of the TOR of the contract
 - b) the selection process for such contract, or
 - c) supervision of such contract; may not be awarded a contract unless it is established to the complete satisfaction of the employing authority, for the reason to be recorded in writing, that such relationship would not affect the aspects of fairness and transparency in the selection process and monitoring of CONSULTANT's work.

An Applicant eventually appointed to provide Consultancy for this Project, and its Associates, shall be disqualified from subsequently providing goods or works or services related to the construction and operation of the same Project and any breach of this obligation shall be construed as Conflict of Interest; provided that the restriction herein shall not apply after a period of 5 (five) years from the completion of this assignment; provided further that this restriction shall not apply to consultancy/ advisory services performed for the Centre in continuation of this Consultancy or to any subsequent consultancy/ advisory services performed for the Centre in accordance with the rules of the Centre.

12. Application Format:

Consultancy Service for Implementation for Comprehensive Fire Detection and Safety Works and obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106

Ref.....

Date.....

1. Name of the Firm :
2. Address :
3. Email :
4. Contact No. :
5. Contact Person :

1. PAN :(Enclose Proof)
2. GST Registration No. :(Enclose Proof)

3. Document checklist:

Attachm ent	Document	Submitted	
		Yes	No
A	List of relevant work executed during last five years indicating Executed value. Completion Certificate against corresponding Work Order to be furnished. Name, Address, Phone no. and email ID of contact persons of the places where those jobs have been executed has been provided.		
B	Audit Report (Statement of Accounts) for the last 3 financial years.		
C	List of current assignments with any of the Units/ Autonomous Institutes/ PSUs if any		
D	List of Employees under employment and their experience and Educational Qualification		
E	Membership/Affiliation Certificate of Societies/Bodies/Institution if any		

Signature by authorized signatory of the firm with Official Seal and Date

13. Terms of Reference (TOR)

(a) Purpose/Objective:

SNBNCBS wishes to appoint a CONSULTANT Fire Safety Expert with proven expertise and track record for Design and Implementation of state-of-the-art Fire Safety method and related services for the Centre. **The Consulting Fire Safety Agency will also be responsible for obtaining necessary NOC and final approval of plans from statutory authorities on completion of this work including arranging inspection by the WBFS. If, necessary.**

(b) Detailed scope of work:

A) Centre wishes to appoint a CONSULTANT Fire Safety Expert with proven expertise and track record for Design and Implementation of state-of-the-art Fire Safety method, project management consultancy and related services the Centre.

B) In order to implement state-of-the-art Fire Safety solution and project management consultancy, the agency may recommend the most suitable and economic vendors/solution providers for engagement. The CONSULTANT will be responsible for supervising all their activities.

C) The CONSULTANT will be engaged by the Centre by inviting Expression of Interest on the prescribed format through open advertisement in print media as well as through its website, and Inviting Technical and Financial Offers from short-listed firms. The CVs of key personnel, that the agency is going to engage, shall be included in the EXPRESSION OF INTEREST along with documentary proof of qualification and experience, their written consent and availability. The CONSULTANT will be required to submit the CVs of all the Team members at the time of submission of Techno-commercial bid.

D) The CONSULTANT will provide needed technical advice, prepare Detailed Project Report (DPR), Tender documents for Fire Safety of the Campus as a whole, supervision of various vendors / solution providers / agencies and quality monitoring of works.

E) The CONSULTANT should have a registered office in Kolkata with contact details and should ensure adequate presence in the city to carry out the assignment.

F) The CONSULTANT will be engaged in the following activities.

1. Submission of Design Basis Report (DBR).
Conduct Site Survey/Study for feasibility and all other necessary information for following:

1. Proposed Fire Detection & Alarm System & network
2. Proposed First aid Extinguisher requirement.
3. Proposed MEANS OF ESCAPE (EMERGENCY EVACUATION)
4. Proposed SMOKE MANAGEMENT SYSTEM
5. Proposed EMERGENCY LIGHTING AND SIGNS
6. Proposed EMERGENCY POWER SUPPLY
7. Proposed SEALING OF OPENINGS, FIRE NOTICE BOARD, FLOOR PLAN & FIRE CONTROL ROOM
8. INTEGRATION OF FIRE DETECTION AND ALARM SYSTEM.
9. Utility services available.
10. Layout of Building / Block required covering by the above system.
11. Particulars of occupancies.
12. Collection of relevant Civil Drawings.
13. Technical meetings with different departments concerned in regards of proposed system.
14. Finalizations of new piping layout, cable routine etc.
15. DBR in conformity to NBC / NFPA / TAC guidelines

2. Design of state-of-the-art Fire Safety solution and project management consultancy for the Center. Preparation of relevant drawing(s).
3. Preparation of Tender specification for proposed work mainly consisting of Technical particulars of all sub heads of work including acceptance criteria.
4. Preparation of Tender Documents for project work.
5. Technical Specification for all sub head work.
6. Recommended list of Makes/Manufacturer
7. Preparation of QUALITY ASSURANCE PLAN
8. Preparation of commissioning norms & acceptance parameters
9. SCHEDULE OF COMMISSIONING & HANDING OVER
10. Evaluation of the received offers technically and attend discussions with the bidders to obtain clarifications / confirmations and thereafter furnishing recommendation
11. Submission of recommendation with comparative statement of the above work.
12. Monitoring and Inspection of all stages of the implementation of the work for quality once in a fortnight.
13. Final inspection along with project authority to witness commissioning and performance of the work as per COMMISSIONING NORMS & ACCEPTANCE PARAMETERS Scrutiny of Detailed Project Reports submitted by executing agency if any.
14. Obtaining NOC from relevant statutory bodies/authorities (WBFES).
15. Submission of As-built drawing in soft and hard copies.
16. Check-up the functioning and necessary updating of existing system in case necessary as recommended by WBFES.

(c) Deliverables required from the CONSULTANT:

As mentioned in Scope of Work vide Point 6(A) and 6(B)

14. Schedule for Completing the Assignment:

- i) **06 (six) months** for Design Engineering, Estimating and preparation of Tender documents subject to clearance from WBFES and NBC (as required) from 7 (Seven) days after issue of Letter of Intent.
- ii) The time period of this contract will be extended upto 6 months beyond the date of completion of the work done by the Contractor.
- iii) A period of 6 months will remain from the above date as defect liability and re-conciliation period after which the Security deposit of the Consultant will be released.
- iv) Extension of time for the assignment may be considered by the Competent Authority in case the delay for any work is not directly attributable to the Consultant

15. Cost Estimate (Budget) and Service Charges:

- i) The preliminary budget estimate for the value of total Project (fire-fighting installation) to be executed has been considered to be in the tune of **Rs. 150.0 lakhs**.
- ii) The offer of the Consultant for the fees shall be made in percentage (both in figure and word) with reference to the above estimate.
- iii) The fees of the Consultant will be finalized as per the quoted percentage rate on final approved estimate or the actual cost of the work whichever is lower. The final bill amount payable to the Consultant shall be made as per above. In case of any discrepancies between figures, the amount described in word against percentage value shall be deemed as final.

16. Information to CONSULTANT:

CONSULTANTS are invited to submit the EOI with all documents in support of their credentials and once short listed, then only they are to submit offers in the form of Technical Bid & Financial Bid for consulting

services included in the same document. However, if desired, fresh copy of the document can be provided on request free of cost.

Short listed empanelled CONSULTANTS may note that the costs incurred in the preparation of the Bid and subsequent discussions including a visit to the Centre's office or proposed location(s) connected with the assignment, are not reimbursable, and the Centre is not bound to accept any claim on this issue.

Evaluators of technical data may seek additional documents from the agency and failing to submit the same within stipulated time and date may render the offer of the concerned agency as invalid. Later, at the time of evaluation of techno-commercial bids, the evaluators shall not have access to the financial bids until the techno-commercial evaluation is concluded. The envelope containing the financial bid is not opened till the technical evaluation for selection of the consultant is complete. The financial bid of only such bidders will be opened which qualify for the techno-commercial bids.

Against the Information sought, the replies to the questions should be complete in all respects. In case information or the reply is 'Nil' or 'Not Applicable' etc. the same should be invariably mentioned accordingly.

Bids not responding to the Terms of Reference (point No 13) fully and properly and those with lesser validity than that prescribed in the bid document will be summarily rejected as being non-responsive, before taking up the appraisal of the technical bid for evaluation of the bids.

Name of the Client: Satyendra Nath Bose National Centre for Basic Sciences, an autonomous research institution funded by the Dept. of Science & Technology, Government of India referred to as 'Centre' in this document.

Name of the Work: Consultancy Service for Implementation for Comprehensive Fire Detection and Fighting Works and Obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt Lake, Kol-700106.

Name(s), Address (es) of Contact Official: Registrar, S. N. Bose National Centre for Basic Sciences, Block-JD, Sector-III, Salt Lake, Kolkata-700106.

Preparation of Proposal: CONSULTANT shall submit a Technical Bid and a Financial Bid, written in the English language.

17. Technical Information for the bidders:

1. CONSULTANT is expected to examine all terms and instructions included in the Documents furnished with Tender. Failure to provide requisite information may result in rejection of the Bid.
2. While preparing the Technical Bid, the CONSULTANT must give particular attention to the following:
 - a) CONSULTANT should have requisite expertise while making the offer. In case, the firm considers that it does not have all the expertise for the Assignment, it may obtain such expertise by associating with individual CONSULTANT, as appropriate, but not as a Consortium or Joint Venture Firm. These associations shall be subject to the approval of the Centre.
 - b) The estimated cost of project or work for which the consultancy assignment is sought is to be indicated by the CONSULTANT after assessment of the work. The time to complete the Assignment is stated in Point No 14. Financial bid may be in accordance with this. However, the CONSULTANT should note that financial bid shall not be linked to the indicated cost of implementation of the project or work in any way.
 - c) The CONSULTANT must have relevant experience with experts with suitable educational qualification.

- d) The CONSULTANT for the job of the Centre should be permanently assigned with the entire project till the end of the same.
3. Technical bid should provide the following information, but not limited to, using the attached Standard Formats.
 - i) A brief description of the CONSULTANT's organization and an outline of experience on assignments of a similar nature.
 - ii) Details of specific experience/expertise.
 - iii) Confirmation on salient technical conditions mentioned in Tender Document.
 - iv) Documents as mentioned in point no 12.
4. The technical bid shall not include any financial information.
5. Earnest Money Deposit in the form of Demand Draft/Banker Cheque should be furnished along with Technical Bid.

18. Financial Bid:

1. Before submitting the Financial Bid, the CONSULTANT is expected to take into account, besides technical requirement, commercial condition specified in the Tender Document, the expenditure towards co-ordination for obtaining of NOC (Both Provisional and Final).
2. The Financial Bid should clearly indicate, as separate amount, the taxes, duties, levies and other charges, as prevailing on the date of submission of financial bids, considered under the applicable laws on the Consultancy Assignments.
3. The Financial Bid should be considered on the basis of the mode of payment (Ref. point 28(d)).
4. The Financial Bid should be unconditional.
5. All interim and final payments will be made subject to statutory deduction of Income Tax at source as per IT Act/ IT Rule thereof. GST will be applicable as per rules.

19. Validity of Offer:

All offers submitted should be valid for 120 days from the Date of opening of the Technical Bid. (Not the EOI submission date)

20. Submission, Receipt & Opening of Bids:

1. The original one copy of the Technical Bid and Financial Bid must be printed in indelible ink. The Bids should not contain any inter-lineation or overwriting except as necessary to correct errors made by the CONSULTANTS themselves. Any such correction must be initialed by the person or persons signing the Bids.
2. CONSULTANT must sign all pages of the Bids. In case of an authorized representative signs on behalf of the CONSULTANT, representative's authorization has to be confirmed by a written power of attorney accompanying the Bids.

21. Right to Reject Any or All Bids:

Notwithstanding anything contained in this document, the Centre reserves the right to accept or reject any Bid and to annul the Selection Process and reject all Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

Without prejudice to the generality of this Clause, the Centre reserves the right to reject any Bid if:

1. At any time, a material misrepresentation is made or discovered, or
2. The Applicant does not provide, within the time specified by the Centre, the supplemental information sought by the Centre for evaluation of the Bid.
3. If Key Personal indicated by a firm matches with the Key Personal of another Empanelled firm, Bids of both the firms will be rejected without assigning any reasons thereof.
4. Misrepresentation / improper response by the Applicant may lead to the disqualification of the Applicant.

22. Bid Evaluation:

A two stage procedure will be adopted in evaluating the Bids:

- (a) Technical evaluation to select the competent agencies suitable for the job which will be carried out prior to opening any financial Bids and
- (b) Financial bid of only of technically qualified bidders will be opened for further analysis and for selecting the lowest bidder for placement of order for Consultancy Services.

23. Award of Contract:

On award of the contract, the CONSULTANT shall commence the Assignment. A co-ordination procedure shall also establish and name of the accredited representative of the CONSULTANT who would be responsible for taking instruction from the Centre shall be communicated.

24. Technical Bid Submission Format:

(The agency, qualified for submitting techno-commercial bid may submit the following format as a covering letter.)

Ref:

Date:

To
The S. N. Bose National Centre for Basic Sciences
Block - JD, Sector - III,
Salt Lake, Kolkata -106

Sir/Madam:

Subject: Consultancy Service for Implementation for Comprehensive Fire Detection and Fighting Works and obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106

NIT Ref No:

We, the undersigned, offer to provide the consulting services for the above Project in accordance with your bid document. We are hereby submitting our Techno-commercial Bid in a sealed envelop.

We understand you are not bound to accept any bid you receive.

We remain,

Yours faithfully,

Signature _____

(Authorized Signatory)

Full Name _____

Designation _____

Address _____

Note:

- i) In case of proprietary firm, the Bids shall be signed by the Proprietor above his full typewritten name and the full name of his firm with his current address.
- ii) In case of partnership firm, the Bids shall be signed by all the partners of the firm above their full typewritten name and current address or alternatively by a partner holding power of attorney for the firm in which case a certified copy of partnership deed and current address of all the partners of the firms shall also accompany.
- iii) In case of a limited company or a PSU or a corporation, a duly authorized person holding power of attorney shall sign the Bids.

25. Particulars of Assignments in Hand:

Provide information about all projects in progress, including those where the firm has received a letter of intent, but a formal contract has not yet been awarded. The list shall also include separately the Assignments in hand for the Units/ PSUs.

Centre:

Contact:

Address:

Sl no	Description of Work	Year	Job Value	Date of Commencement	Stipulated Date of Completion	Date of Actual Completion
(1)	(2)	(3)	(4)	(5)	(6)	(7)

26. Financial Bid Submission Format:

(The agency, qualified for submitting financial bid may submit the following format as a covering letter.)

Ref:

Date:

To
The S. N. Bose National Centre for Basic Sciences
Block - JD, Sector - III,
Salt Lake, Kolkata -106

Sir/Madam:

Subject: Consultancy Service for Implementation for Comprehensive Fire Detection and Fighting Works and obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106

We, the undersigned, offer to provide the consultancy services for the above job in absolute rupees inclusive of all taxes accordance with your SEALED TENDER.

We undertake that, in competing for (and if award is made to us,) in executing the above contract, we shall strictly observe the laws 'Prevention of Corruption Act 1988' against fraud and corruption.

We understand you are not bound to accept any bid you receive.

We remain.

Yours faithfully,

Signature _____
(Authorized Signatory)
Full Name _____
Designation _____
Address _____

Note:

- i) In case of proprietary firm, the Bids shall be signed by the Proprietor above his full typewritten name and the full name of his firm with his current address.
- ii) In case of partnership firm, the Bids shall be signed by all the partners of the firm above their full typewritten name and current address or alternatively by a partner holding power of attorney for the firm in which case a certified copy of partnership deed and current address of all the partners of the firms shall also accompany.
- iii) In case of a limited company or a PSU or a corporation, a duly authorized person holding power of attorney shall sign the Bids

27. Termination of Contract:

i) By the Centre

The Centre may terminate this Contract, by not less than thirty (30) days written notice, for termination of the Consultant's services, to be given after the occurrence of any of the event specified in paragraphs (a) through (d) of this clause and sixty (60) days in the case of event referred to in (e) below.

- (a) If the CONSULTANT fails to remedy a failure in the performance of their obligation under the Contract within thirty (30) days of receipt after being notified or with such further period as the Centre may have subsequently approved in writing.
- (b) If the CONSULTANT becomes insolvent or bankrupt or enter into any agreement with their creditors for relief of debt or take advantage of any law of benefit.
- (c) If the CONSULTANT submits to the Centre a statement which has a material effect on rights, obligation or interests of the Centre and which the Centre and which the CONSULTANT know to false.
- (d) If the Centre, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.
- (e) If, as the result of Force Majeure, the CONSULTANT is unable to perform a significant portion of the Services for a period of not less than sixty (60) days;
- (f) In case of termination/unsatisfactory performance due to reasons attributable to the CONSULTANT, EMD/Security Deposit shall be forfeited.

ii) By the CONSULTANT

The CONSULTANT may, by not less than thirty (30) days' written notice to the Centre serve notice to be given after the occurrence of any of the events specified in paragraph i) (a) and (b) of the Point No-27 "Termination of Contract".

- (a) If the Centre fails to pay any money due to the CONSULTANT pursuant to this Contract and not subject to dispute on the bills or otherwise within sixty (60) days after receiving written notice from the CONSULTANT that such payment is overdue.
- (b) If, as a result of Force Majeure, the CONSULTANT are unable to perform a material portion of Services for a period of not less than sixty (60) days.

28. Obligations of the CONSULTANT and Other Terms & Conditions:

a) Standard of Performance:

The CONSULTANT shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe and effective equipment machinery, materials and methods. The CONSULTANT shall always act, in respect of any matter relating to this Contract to the Services, as faithful advisers to the Centre, and shall at all times support and safeguard the Centre legitimate interests in any dealings.

b) Consultant's Action requiring Centre's prior Approval:

The CONSULTANT shall obtain the Centre's prior approval in writing before taking any of the following action appointing such members of the Personnel merely by title but not by name entering into subcontract for the performance of any part of the Services, it being understood

- i) that the selection of the sub-CONSULTANT and the terms and conditions of the subcontract shall have been approved in writing by the Centre prior to the execution of the subcontract,
- ii) that the CONSULTANT shall remain fully liable for the performance of the Services by the sub-CONSULTANT and its personnel pursuant to the Contract, and
- iii) That the Centre shall have access to the premises of the sub-CONSULTANT to the extent necessary to coordinate the Services performed by the sub-CONSULTANT.

c) Documents prepared by the CONSULTANT to be the property of the Centre:

All plans, drawings, specifications designs, reports and other documents prepared by the CONSULTANT in performing the Services shall become and remain the property of the Centre, and the CONSULTANT shall, not later than upon termination or expiration of the Contract, deliver all such documents to the Centre, together with detailed inventory thereof. Centre reserves the right of repetitive use of these designs, drawings, specification etc. without any financial obligation to the CONSULTANT.

The CONSULTANT shall also return, along with detailed inventory there of, all plans, drawings, specification, reports etc. made available by the Centre for performing the Services, upon termination or expiration of the Contract.

Copyrights and all proprietary rights of all design, drawings, specifications, software, programme, reports, formats, manuals, documents etc. develop and prepared by the CONSULTANT for this assignment shall vest with the Centre and shall not use these for any other purpose/ assignment without the written permission of the Centre. Any deviation to this effect will be dealt with in accordance with law.

d) Mode of Billing & Payment:

The Payment to the CONSULTANT will be made periodically in following manner as per schedule of payment agreed upon:-

Sl. No.	Scope of service	Payment in Percentage
1.	Submission of Preliminary estimate based on Statutory Guidelines.	10% (Ten percent) of the consultancy fee on the estimated value (vide clause 15 ii)
2.	Submission of scheme and drawing as per recommendation of statutory authority along with tender document and evaluation of tender	Up to 30% (thirty percent) of the consultancy fee on the estimated value (vide clause 15 ii)
3.	Periodical supervision, quality control and bill certification	Up to 75% (Seventy five percent) of the consultancy fee of actual certified bill value of executed work
4.	Submission of post-completion report of the services and obtaining of Final NOC from Statutory Authority	100% (Hundred percent) of the consultancy fee of final approved estimate or the actual cost of the work whichever is lower.

The final payment under this Contract shall be made only after the final report and a final statement identified as such, shall have been submitted by the CONSULTANT and approved as satisfactory by the Engineer-in-Charge. The services shall be deemed completed and finally accepted by the Engineer-in-Charge and the final report and final statement shall be deemed approved by the Centre as satisfactory within ninety (90) days after receipt of the final report and final statement by the Centre unless the Centre, within such ninety day's period, gives written notice to the CONSULTANT specifying in detail deficiencies in the Services, the final report or final statement. The CONSULTANT shall thereupon promptly make any necessary corrections, and upon completion of such corrections, the foregoing process shall be repeated. Any amount which the Centre has paid or caused to be paid in accordance with this Clause in excess of the amounts actually payable in accordance with the provision of this Contract shall be reimbursed by the CONSULTANT to the Centre within thirty days after receipt by the CONSULTANT of notice thereof.

The Centre shall pay the Consultant for their services as 6 (a) and 6 (b). The fees of the Consultant will be finalized as per the quoted percentage rate on final approved estimate or the actual cost of work whichever is lower. The cost of the work means total cost of installation of fire detection and fire fighting works excluding the cost of land, interest of investment, administrative cost, plan approval, service connection deposits, fees paid to local/statutory authority, other consignment expenditures like press advertisement, publicity, cost of foundation stone, inauguration ceremony paid directly by the Centre and expenditures on other items for which the consultant's services not required.

e) Abandonment of Work

In case, the work is abandoned by the CONSULTANT, without good and sufficient justifications and consequent loss suffered by the Centre in getting the left out job completed from other agency, the CONSULTANT shall be liable to compensate the Centre adequately by paying the difference(s) in the amount of the actual Contract value awarded to the new CONSULTANT for completing the left out balance work and the amount which would have been paid to the CONSULTANT had the CONSULTANT not abandoned the work. EMD and Security Deposit will be forfeited and recovery will also be made from due bill/payment of the Consultant based on reconciliation.

In case of abandonment, deferment, substitution or omission of the project or any part thereof, the consultant shall be paid as follows:

Payment shall be made in accordance with clause-28 d) hereof for the stages that have been completed. For the incomplete stages, payment may be made as may be mutually agreed upon.

f) Responsibility for Data & Design:

The final responsibility for the correctness, adequacy and accuracy of the design, drawings, technical specifications, tenders documents, purchase specifications, installation instructions and commissioning steps etc. furnished by the CONSULTANT, shall lie with the CONSULTANT. Moreover CONSULTANT should certify about the effectiveness of the entire system with all utilities, Services, Fire Fighting arrangements, etc.

The CONSULTANT shall ensure that all designs and services rendered by him, under this agreement, are in compliance with existing statutory regulations of bodies such as Electrical, Inspector as well as any other safety Authority. Inter -institutional coordination in the design & development of codes/ software etc. shall also be the responsibility of the CONSULTANT.

g) Liability of the CONSULTANT:

Except in case of gross negligence or wilful misconduct on the part of the CONSULTANT or on the part of any person acting on behalf of the CONSULTANT in carrying out the Services, the liability of the CONSULTANT shall be limited to 100 percent of the Service Contract Price and the Centre shall reserve the right to claim this amount.

j) Project Set-up:

The CONSULTANT shall ensure that at all times during the Consultant's performance of the Services a well defined project set up exists at his end. This set up only will interact with the Centre's personnel in providing the Services.

h) Access to Site:

The Centre warrants that CONSULTANT shall have, free of charge, unimpeded access to the site in respect of which access is required for the performance of the Services.

i) Excepted Matters:

If the dispute or differences pertain to the under-noted matters, the decision in writing of the Officer designated in and signing the contract documents shall be final, conclusive and binding on the parties.

- a) Instructions.
- b) Transactions with Local Authorities.
- c) Assigning or sub-letting of the Consultancy service contract.
- d) Certificate as to the causes of delay on the part of the agency and justifying extension of time.
- e) Notice to the contractor to the effect that he is not proceeding with due diligence.

- f) Certificate that the agency has abandoned the contract
- g) Notice of determination of the contract.

29. Arbitration Clause:

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, before and after completion or abandonment of the work or during extended period, hereafter arising between the parties, as to the meaning, operation or effect of the contract or relating to the contract or breach thereof, shall be referred to Sole Arbitrator to be appointed by the Director of the Centre at the time of dispute.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation or arbitration under the clause.

It is a term of the contract that the cost of arbitration will be borne by the parties themselves equally.

The venue of arbitration shall be Kolkata.

Subject to aforesaid, the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment thereof rules made hereunder and for the time being in force shall apply to the arbitration proceeding under this clause.

30. Agreement:

The successful bidder is to enter into an agreement with the Centre as per a prescribed proforma (as per Annexure "B") on a Non-judicial Stamp paper of minimum value of Rs 100=00 without which no bill will be accepted for payment. Cost of Stamp paper will be borne by the consultant.

31. Jurisdiction:

This agreement shall be governed by and construed and enforced in accordance with the laws of India and the competent courts in Kolkata shall have exclusive jurisdiction.

Sd/-

Shohini Majumdar

Registrar

S. N. BOSE NATIONAL CENTRE FOR BASIC SCIENCES

Satyendra Nath Bose National Centre for Basic Sciences

Block - JD, Sector - III, Salt Lake, Kolkata - 700106
(An autonomous institute under Department of Science and Technology, Govt. of India)

Ref. No.: SNB/ENGG/EOI/Fire/18-19/02

Date: .08.2018

Name of work: Engagement of Project Management Consultant for “Consultancy Service for Implementation for Comprehensive Fire Detection and Fire Fighting Works and obtaining of Fire NOC for all Buildings & Structures at SNBNCBS, Salt Lake, Kolkata-700106

PRICE BID

(To be detached from the document and to be submitted in a separate sealed cover)

Sl. No.	Name of Service	Quoted rate	
		Total fees in percentage (%) in figure	Percentage in word
1	For Preliminary Design, Engineering, Estimate, Drawings, Tender documents, obtaining provisional NOC from Statutory authority/ies including all pre-tendering activities as described in Para 6 (a) and all Post tendering activities as per Para 6(b)		
2	GST for consultancy		

1. Note :

- a) The offer of the Consultant for the fees shall be made in percentage (both in figure and word) on the basis of a preliminary departmental budget estimate for the value of total Project considered as **Rs. 150.0 lakhs**.
- b) The fees of the Consultant will be finalized as per the quoted percentage rate on final approved estimate or the actual cost of work whichever is lower.

Signature of the Agency with Seal

Built-up Area for Proposed Fire NOC as Tabulated Below:

Sl. No.	Name of Building	Total Built-up Area	Remarks
01	Main Building (Part-A)	9390.23 Sq.m	
02	Main Building (Part-B)	5049.00 Sq.m	Computer centre to be excluded from proposed fire safety work
03	Director's Bungalow	390.66 Sq.m	
04	Radhachura	942.72 Sq.m	
05	Krishnachura	-	Fire safety work done & final Clearance obtained in 2012 but renewal pending
06	Subarnarekha (ESQ)	578.66 Sq.m	
07	Clean Room Building with AHU	272.38 Sq.m	
08	Substation (Old + New)	372.41 Sq.m	
09	Liquid Helium Plant Building	120.00 Sq.m	
10	Laboratory Building-1 & 2	1163.00 Sq.m	On going project
11	IHB & TQC (up to G+5)	4798.23 Sq.m	On going project
12	Proposed G+7 Building	8000.00 Sq.m (approx.)	Up coming project
13	Other small buildings	-	Pump House, Security Office Security Rest Room, Furnace Laboratories, Workshop, Store Rooms etc.
	Total Area	31077.29 Sq.m	