



**INLAND WATERWAYS AUTHORITY OF INDIA**  
**(Ministry of Shipping, Govt. of India)**  
**A-13, SECTOR-1 NOIDA – 201301 (U.P)**

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**Tender No : 12-IWAI/Estt.SRC/08/2017 dated 07/11/2017**

**Expression of Interest (EOI) for Empanelment of Architectural Firms**

IWAI invites Expression of Interest (EOI) in the form of an application from the reputed Firms, having experience in conceptualisation / design , supervision & monitoring execution of buildings for the purpose of training centres/institutes/ staff quarters and other related facilities, for preparing the initial concept, components, design including interiors for construction of such facilities and supervision & monitoring.

For further details regarding, terms of reference, eligibility, application format etc. the website of IWAI viz [www.iwai.nic.in](http://www.iwai.nic.in) may be visited.

Last date for receiving application in prescribed format is 30.11.2017.

**Secretary IWAI**

# Expression of Interest (EoI) for Empanelment of Architectural Firms

## 1 Background and brief about Project

- 1.1 Inland Waterways Authority of India (IWAI) is a statutory body under the Ministry of Shipping, Govt. of India. IWAI was set up in 1986 with a mandate to develop and regulate the inland waterways for the purposes of shipping and navigation. IWAI is primarily responsible for development, maintenance and regulation of Inland Water Transport (IWT) in the country and specifically National Waterways (NW). In April, 2016, the Government of India has declared 106 new National Waterways in addition to the existing five National Waterways which are being developed in the phased manner.

## 2 Objectives

- 2.1 In an attempt to develop Inland Waterway Sector in India as well as to undertake institutional capacity development, it has been planned by IWAI, Govt. of India to renovate/ establish training centers/ institutes.
- 2.2 In this regard, firstly, IWAI intends to form a panel of Architectural Firms meeting the qualification requirements mentioned in Section 4 and selection procedure in Section 5, pursuant to which, IWAI is desirous of engaging an Architectural Firm (hereinafter referred to as Firm) for a period of 2 (two) years, to provide services for converting this Plan to reality.
- 2.3 IWAI invites application in the given format (Annexure A) from the reputed firms having experience mainly in conceptualization / design, supervision & monitoring execution of buildings to be used for the purpose of training centres/institutes/ staff quarters and other related facilities for preparing the initial concept, components, design including interiors for construction of the Training Centres.
- 2.4 The overall responsibility of the firm will encompass all the jobs required for carrying out the aforementioned services from concept to supervision, with strict control on quality of work and avoiding any time / cost overrun. The firm will have to work in close co-ordination with IWAI and its deputed Team and all major decisions shall be taken in consultation with them.
- 2.5 IWAI also having future planning for construction of swimming pools, Guest house / universities etc.

## 3 Scope of Work

The broad scope of work of the Architect is as below, but not limited to this. In case any associated work is required for successful execution of the project, then the same shall also be organized by the Architect.

The Architect shall be on the panel of IWAI for a period of 2 years and will be required to provide the following scope of services as & when required.

The scope of work shall include but not limited to the following:

- 3.1 Firming up the detailed requirement mentioned in section 2.1 in consultation with IWAI and a team nominated for the Project by IWAI, keeping in view the budget.
- 3.2 Providing at least three alternative schemes suiting IWAI requirements, making a power point presentation on the same to IWAI (and any other team/experts as decided by IWAI) and

incorporate comments. After incorporating the comments, all the alternative schemes shall be put up to IWAI for approval.

- 3.3 Carrying out detailed architectural, structural, interior, electrical, air-conditioning, HVAC, firefighting etc design for the approved scheme. Preparation of execution drawings and subsequent updation of the same as per the site requirements.
- 3.4 During execution, the Architect shall have to visit the site as per requirement at his cost and not limited to any number.
- 3.5 Preparation of detailed estimate for all the works (within the approved budget).
- 3.6 Tendering, including preparation of tender documents (in guidance of IWAI), for lining up agencies for civil construction, interiors, electrical, air-conditioning works.
- 3.7 Construction supervision and overall Project Management for successful and timely execution of the project.
- 3.8 The Architect shall conduct all project review meetings in designated office and also at construction Sites for smooth execution of project.
- 3.9 Scrutiny of the bills submitted by the contractors / vendors and certifying the same for payment (after necessary corrections).
- 3.10 Providing liaising with the State / Central Government authorities for securing all the necessary permissions for uninterrupted and successful construction of the project.
- 3.11 Ensuring unhindered execution of the project and assisting in handing over the completed works to IWAI.

#### **4 Qualification requirements:**

- 4.1 The principal architect of the firm must be a member of Council of Architecture, New Delhi, India.
- 4.2 The firm should have successfully completed consultancy and supervision of “Similar Works” in previous 7 years before the last date of the EoI submission as per the criteria specified below. The firm shall furnish documentary evidence i.e. copies of work orders/ relevant pages of contract clearly highlighting the work undertaken, completion certificate from their clients, drawings/photographs related to their schemes in support of their fulfilling the qualification criteria. If desired, IWAI may visit the site and take feedback from the client.
  - a) 1 similar work costing not less than the amount equal to INR 40 Crore
  - b) 2 similar works each costing not less than the amount equal to INR 25 Crore, or
  - c) 3 similar works each costing not less than the amount equal to INR 16 Crore, or

For this purpose, “Similar works means “architectural design including integrated MEP services and interior works for Educational Institutions / Office Buildings / Training Centers, Auditorium project/ Hostels or any similar structures / residential buildings.”

- 4.3 The firm must have qualified professionals in the field of Architecture. The firm must have or may associate for having qualified professionals in the field of Project Management.
- 4.4 Average annual turnover of the Consultant from consultancy services for last 3 financial years i.e. 2014-15, 2015-16 and 2016-17 should be at least INR 3.0 Crore (INR Three Crore only). The Consultant shall submit the audited financial statements and certificate duly certified from the statutory auditor.

## 5 Selection Procedure

All the applicants meeting the minimum eligibility requirements will be invited for making presentation which will be evaluated on the following evaluation criteria of 100 marks:

Sl. No.	Evaluation Criteria (Description)	Maximum Marks
A	Years of Experience of the Firm	15
	5 years : 08 marks	
	More than 5 years and upto 7 years : 10 marks	
	More than 7 years and upto 10 years : 12 marks	
	More than 10 years : 15 marks	
B	Experience of working on similar projects in preceding 7 (seven) years from bid due date.	10
	a ) Three or more similar projects: 5 marks	
	b) Two similar projects: 3 marks	
	c) One similar project: 2 marks	
	d) Nil: 0 marks	
Note: The Applicant shall submit documentary evidence in the form of copy of work order (clearly highlighting the work undertaken) along with relevant completion certificate issued by the client in support of above evaluation criteria.		
C	Experience of working with Govt. & Quasi Govt. Dept.	05
D	Infrastructure & Key personnel	
i	Please note that in house services consultancy shall have more weightage than the personnel of their Associates	10
	Principal Architect having experience of	
	a) 15 years or more: 10 marks	
	b) 12years or more: 8 marks	
	c) 10 years or more: 6 marks	
	d) 5 years or more: 4 marks	
e) 0-5 years: 2 marks		
ii	(a) In house team for Interiors, structural designing, Plumbing-Firefighting, Electrical & HVAC services : 10 Marks	20
	(b) Structural designing, Plumbing-Firefighting, Electrical & HVAC services through associates: 08 Marks	
iii	Project Management Services	10
	(a) Having own Project Management team consisting of Qualified engineers as per tender conditions: 10 Marks	
	(b) Project Management through associates : 5 Marks	
E	Experience of the Projects other than above	10
	(a) Architectural consultancy of Government and Semi Government Institute of minimum capacity of 500 students - 10	
	(b) Swimming Pool of minimum size (25*9)M - 05	

F	Approach & Methodology Applicant is required to present their Concept Plan & Methodology so as to have a comprehensive idea about the proposed building. The presentation by the Applicant shall be assessed by IWAI	25
	Total	100

Based on the above evaluation, applicant scoring more than 70 marks shall be shortlisted by IWAI. IWAI shall shortlist five (5) highest scoring firms and form a panel of Architectural Firms.

Thereafter, depending upon the requirement, IWAI will share the terms of reference of a specific project (Training centres, Guesthouse etc.) with the panel of Architects along with the financial bid formats.

The architectural firm quoting the lowest percentage will be selected for the work on percentage basis of the total project cost.

The desirous individuals may download the application format up to 15:00 hrs 30.11. 2017 from the official website [www.iwai.nic.in](http://www.iwai.nic.in).

The application duly completed in all respects shall be received upto 15:30 hrs till 30.11. 2017 in the office of Secretary, Inland Waterway Authority of India, A-13, Sector-1, and Noida-201301.

**Secretary**  
**Inland Waterway Authority of India**  
**Noida**

## Annex A-Application Format

### A. General Information / Details of Architect

Sr. No.	Description	Details
1.	Name of the Architectural Firm*	
2.	Address of the Architectural Firm	
3.	Name of the Contact person to whom all references shall be made	
4.	Designation of the person to whom All references shall be made	
5.	Address of the person to whom all references shall be made	
6.	Telephone	
7.	Email Id	
8.	Fax No.	
9.	Attach copies of original documents of a. Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above b. In case of a Government-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and absence of dependent status c. Organizational chart, a list of Board of Directors, and the beneficial ownership.	

**\* Please include sufficient documentary evidence for years of existence**

### B. Details of Work experience / Projects undertaken

S. No.	Client Name, Name of work & location of project	Contract Value in INR	Date of start of work	Scheduled completion date	Actual completion date	Details of work (including similar work)	Remarks
		Financial value of similar work satisfactorily completed					

### C. In- House/ Associate Team

Firms to submit brief one Page CVs of Principal Architect, Experts in structural designing, interiors, Plumbing, Firefighting, Electrical & HVAC services and Project Management Services highlighting Key Qualifications and relevant experience.

We hereby declare that our bid is made in good faith and the information contained therein is true and correct to the best of our knowledge and belief.

Thanking You,  
Yours faithfully

Name:  
Designation:  
Date:  
Place: