

File No.

All India Institute of Medical Sciences

Ansari Nagar,
NEW DELHI

TENDER DOCUMENT

**EOI for Selection of Consultants/PMC for Renovation and Up-gradation of
Existing Jawaharlal Nehru Auditorium at AIIMS**

- | | |
|--|-----------------------------|
| 1. Pre-Bid Meeting | : 7.12.2015 at 3.00 P.M. |
| 2. Last date for submission of Bid(s) | : 14.12.2015 till 3.00 P.M. |
| 3. Date of opening of Technical Bid(s) | : 14.12.2015 at 3.30 P.M. |

Press Notice- Format

**All India Institute of Medical Sciences
Engineering Services Department, New Delhi**

EOI for Selection of Consultants/PMC for Renovation and Up-gradation of Existing Jawaharlal Nehru Auditorium at AIIMS

All India Institute of Medical Sciences(AIIMS) , an Autonomous Institution ,Govt. of India invites bids from reputed and well established Consultants/Architectural firms for engineering design for improvement / installation of lighting and sound equipments and allied electrical, civil and interior renovation works for up gradation of its existing Auditorium.

- | | |
|--|--------------|
| 1. Pre-Bid Meeting | : 07.12.2015 |
| 2. Last date for submission of Bid(s) | : 14.12.2015 |
| 3. Date of opening of Technical Bid(s) | :14.12.2015 |

Detailed terms and conditions can be seen on **AIIMS web site** or in the office of **Executive Engineer civil-I**, 2nd floor ,Administrative Block, All India Institute of Medical Sciences, New Delhi -110608. **Pre bid meeting will be held in the Engineering Committee room, 2nd Floor, Administrative Block, AIIMS, New Delhi at 3.00 PM.**

All India Institute of Medical Sciences.
Engineering Services Department, New Delhi

Invitation of Tender on Engineering Design and Supervision for Renovation
and Up-gradation of Existing Auditorium at AIIMS

All India Institute of Medical Sciences(AIIMS) , an Autonomous Institution ,Govt. of India invites bids from reputed and well established Consultants/Architectural firms for engineering design for improvement / installation of lighting and sound equipments and allied electrical, civil and interior renovation works for up gradation of its existing Auditorium.

1.

Background:

AIIMS, New Delhi has an existing Auditorium which is located in its premises. The Auditorium has seating for 800 approx. AIIMS proposes to upgrade the Auditorium to make it at Par with the latest built state of art auditoriums. The process is also aimed at rectification of its skeletal and semi-structural modifications and upgradations viz. strengthening, enhancements, roof changing etc.

The Auditorium also needs up gradation with respect to improvement of aisle width and seating plan, improvement of acoustics, handicap access ,acoustical wall paneling, seat replacement, etc. Major upgradation is required for lighting, electrical systems and projection and live feeds. Stage backdrop and creation of wings / proscenium needs to be up graded. The overall intent shall be to upgrade with minimum intervention, utilizing existing resources while creating functional and aesthetic improvement.

2. Scope of work:

The agencies shall be required to make comprehensive design and, supply and implementation proposals for up gradation of the existing Auditorium. The typical programme as are scheduled at the Auditorium include convocations, conferences, workshops, light classical music concerts, classical music concerts, folk and traditional dances, skits, seminars, talks and film screening and shooting etc. Therefore, keeping in mind the use of equipments, it is necessary to think plan the schemes with minimum possible equipments for the Auditorium, while optimizing and improving the performance and functional quality of the Auditorium. The Design shall mean and include preparation of drawings and details as may be required, obtaining inputs from experts and detail design for the lighting, electrical works including cables, cable trenches, panels, calculation for load up gradation if required, up gradation of sound system, Acoustic wall paneling, ceiling replacement and modification, if required for incorporation of lighting systems, window coverings, Cyclorama & Wings System, Improvement of Air conditioning system with regard to in flow of fresh air. Agencies may associate with other specialized suppliers, and sub consultants during the executing of the assignment. Scope of work includes but not limited to the Design and Implementation of the following indicative works -

1. Advanced Stage LED lighting in place of Existing PAR Lamps.
2. Advanced Sound System (FBT Italy) with Stage monitors in place of Existing Analog System.
3. Stage of Art Dimmer & Patch Panels with Auto Matzo Compos Panel..
4. High Power LED Projection System.

5. Stage of Art Curtain System Monitors
6. In Line Cyclorama
7. All Critical Systems on UPS System.
8. Comfy Seating system.
9. In-line Acoustic with Combination of Fabric, Veneer & Anatone Panels.
10. State of Art stage Floorings with Pre Engineered Wood.
11. HDVN Floorings for all other areas & Carper in Ailes.
12. Stage of Art fire & Smoke Deduction System.
13. Provision for Media & Recordings Including Live Screenings.
14. Augmentation in HVAC System.
15. Augmentation in Seating Numbers.
16. Addition of FOH & ROH for lightings.
17. New Dimmer based General Lighting.
18. Provision of add-on Cameras for outside Media
19. Provision of Media & Recording Room.
20. Low Voltage Strip Pathway Lighting.
21. Overall Design Enhancement.
22. Roofing Replacement
23. Obtaining all statutory clearances from the Municipal /local authorities as may be necessary under law for obtaining the permissions for commencement of work/project.
24. Obtaining all statutory clearances from the Municipal /local authorities as may be necessary under law for obtaining the permissions to occupy and use the renovated Auditorium.

25. Providing As Built drawings upon completion of project. Two hard copies and a set of Autocad drawings is to be submitted for all design, services and As Built parameters

3. Qualification. Experience Criteria:

For eligibility the applicant should be **an Architect or an Architectural firm** who fulfill following criteria-

- i. Should have satisfactorily completed construction and/or reconstruction / major upgradation works of **similar type** and have done at least 2 Auditorium or conference halls of 600 seats or 3 similar facilities of minimum 400 seats during last 7 years ending date of opening of bids. Experience Certificate indicating performance, from the client is to be enclosed.

Note-

- *Work executed should be in name of the applicant/ applicant firm and not as experience gained during employment/partnering with some other architect/firm.*
 - *Similar work shall indicate construction /upgradation/renovation of auditoriums where the works involved design and provisioning of stage, Dias, acoustic design, lighting for stage and audience areas, interior finishing works and furnishing works, false ceiling design and coordination design and execution of electrical and communication systems, seats replacement etc.*
- ii. Should have at least five years experience i.e the establishment of the firm or entity should be at least five years as on date of close of applications. Applicant should enclose the proof of incorporation/establishment of the firm/entity in whose name the application is submitted.
- iii. Should have a consultancy turnover of at least Rs 50 lacs average in last three years. Audited balance sheet to be enclosed for the last three years

ending 2014-15. For last year certificate of the Chartered Accountant can also be submitted alternatively.

6. Time frame

Time allocated for various components shall be as below-

- i. Study of the present facility. Preparing as built drawings and preparing a concept proposal – 15 days
- ii. Consultations with the user department committee for finalizing the scope and specifications and finally freezing the specifications and scope- 15 days
- iii. Preparation of BOQ, tender specifications and tender document for call of commercial bids- 10 days.
- iv. The completion date shall be in consonance with the completion date of the physical work to be executed by the contractor who is awarded the work of execution of the Auditorium, and no extras or prolongation compensation shall be payable.

Note- The above time lines are to be adhered to unless there is delay on part of AIIMS to confirm or approve the proposal, for which necessary extensions will be granted without any claim to any financial compensation.

7. Submission of Bids :

The applicant will enclose the eligibility criteria documents in Envelope I and will mark it prominently as ELIGIBILITY DOCUMENTS.(Detailed description given below.)

The price bid shall be in Envelope II which should be prominently marked as PRICE BID. The cost bid should be in Lump sum including all levies, costs, taxes, service charges etc. (Format Performa given below)

In providing the cost bid parties shall include in the price any incidental works that is required as per their schemes to assess the items/conditions, such as scaffolding, uncovering / opening of the flooring and replacing it back in original condition. The cost quoted shall be deemed to include all incidental expenses and costs required to apply and obtain statutory clearances from the statutory municipal authorities. Consultant .Nothing extra will be allowed for the same. Both the Envelopes shall be sealed and

addressed to “**The Executive Engineer(C-I), AIIMS**” and be clearly marked in capital letters as `TECHNICAL BID' and `FINANCIAL BID'. Both bids should be further in one envelope duly superscribed with the name of the work i.e “ ***Invitation of Tender on Engineering Design and Supervision for Renovation and Up-gradation of Existing Auditorium at AIIMS***”. The Bids are to reach office of Executive Engineer C I in **R.No 207 , 2nd Floor, Administrative Block , AIIMS by 3 P.M on 14.12.15**. The Technical Bids will be opened on 14.12.15 in the office of Executive Engineer (C-I), AIIMS.

11. Pre-Bid Meeting ;

Pre bid meeting will be held in the Engineering Committee room, 2nd Floor, Administrative Block, AIIMS, New Delhi at 3.00 PM to explain the exact requirement and clarify the doubts. All tenderers are advised to attend the meeting.

12. Payment Terms of Consultancy

Upon award of work the payment terms of the fee quoted shall be as below-

Stage I – On finalization of the detailed scope of work, schedule of finishes, audio visual items etc. upto stage of final submission of composite tender document and its approval from AIIMS. – **30 % of quoted fee.**

Stage II - Upon execution of work, issue of working drawings wherever required, supervision of work in form of site visits as and when required and to ensure work is being done as per concept and specifications approved and tendered – **40 % of quoted fees in two stages commensurate with the physical progress of work.**

Stage III – Upon completion of work and getting all statutory approvals from municipal/statutory bodies for putting the Auditorium to use. Submission of all completion plans , services layout drawings etc. – **30 % of the quoted fee.**

13. GENERAL TERMS AND CONDITIONS

- i. All willing tenderers to contact Executive Engineer (C-I) ,Administrative Block, AIIMS in case of any doubt on any tender documents.
- ii. The rate shall be inclusive of all type of taxes and any other applicable charges.

- iii. Rates quoted should be inclusive of all taxes and statutory charges. TDS as per applicable rates shall be deducted from the gross amount of the Bill as per rule.
- iv. The Financial bid will be valid for a period of 120 days. AIIMS reserve the right to reject or accept any offer/application without assigning any reason. Decision of Director, AIIMS in this regard shall be final and binding.
- v. **The firms / tenderers shall submit EMD in the form of demand draft of Rs.25,000/- (Rupees twenty five thousand only) in favour of “Director, All India Institute of Medical Sciences, New Delhi.” as earnest money along with technical bid.** In case of unsuccessful tenderers, the earnest money so received shall be returned immediately or after finalizing the contract.
- vi. Any tenderer whether individual or firm whose relatives or near relatives are working in the AIIMS shall not be eligible for any contract in the AIIMS.
- vii. Person working in Government/Semi-Government Offices and autonomous bodies shall not be eligible to enter into contracts.
- viii. The tenderer/firm should be registered under the relevant Act/laws applicable in State of Delhi.
- ix. No advance payment shall be made by the AIIMS. However, all the payments shall be released soon after the completion of work to the satisfaction of the AIIMS authorities and production of bill.
- x. Every page of the tender document should be signed by the tenderer with the seal of the firm/agency.
- xi. The bids should be submitted in two envelopes as specified above. The check list and format of the two bids i.e technical as well as financial are enclosed herewith as Annexure I and Annexure II.
- xii. The total cost of the project as reflected in the Financial Bid will be considered to determine the lowest bid.
- xiii. Upon selection the earnest money deposited by the firm will be treated as a Performance Guarantee & will be liable to forfeiture in case of failure of the Firm/ Tenderer to perform the contract satisfactorily. The same shall be refunded upon satisfactory completion of the scope of work as defined in the bid document.

Certified that I/we have read and understood the terms and conditions and I/we undertake to abide by the same.

**Signature of the
Proprietor/Authorised
Person with seal and
date**

Date: _____

Envelope I
Letter Head of Applicant.

Instructions for submission

The applicant should submit the following in the Envelope I i.e Technical Bid.

1. Company profile .
2. Registration with Council of Architecture/relevant equivalent body of India.
3. Certificates of performance from the clients as referred to in the eligibility criteria.
4. Certificate/proof of incorporation of firm/entity in the name of which the applicant wishes to bid as a proof of being a incorporated entity of atleast five year standing.
5. Audited balance sheet to be enclosed for the last three years ending 2014-15 For last year certificate of the Chartered Accountant can also be submitted alternatively.
- 6. The bid document print out duly initialed on all pages with stamp of the applicant in proof of having accepted all terms and conditions contained therein.**
- 7. Financial bid should not be put in this Envelope I (doing so will make the bid non responsive and will be rejected summarily).**
8. Failure to submit any document shall make the applicant liable for rejection, unless AIIMS considers the omission as Generic and innocent, in which case an opportunity for resubmission/clarification can be given. Decision of AIIMS will be final and binding on this issue.

**Signature of the
Proprietor/Authorised
Person with seal and
date**

Annexure II

Envelope II

Letter Head of Applicant.

Performa for Financial Bid

I , Sh _____ on behalf of _____ hereby quote the lump sum rates for the assignment /scope of work as specified in the Bid Document. I affirm and confirm that the said rate are inclusive of all taxes, duties, expenses, remuneration, service tax etc. No payment over and above the said amount will be payable for the services desired/rendered.

Quoted Amount ---- _____(in Figures)

_____(in words)

(Sign of the authorized signatory)