



SINCE 1867

**Balmer Lawrie & Co. Ltd.**

(A Government of India Enterprise)

Engineering & Projects Department

21, Netaji Subhas Road,

Kolkata-700 001

## **APPOINTMENT OF ARCHITECTURAL CONSULTANT EMPANELED WITH BDA**

**FOR**

**PROPOSED TEMPERATURE CONTROLLED WAREHOUSE**

**AT**

**INDUSTRIAL ESTATE, CHHATABAR, DIST-KHURDA, ODISHA**

**TENDER NOTICE NO: E&P / TCW / BHU / ARC / 01**

**TENDER DATE : 04.06.2019**

**DUE DATE: 24.06.2019 at 16:00 Hrs**

**UNPRICED BID (PART-I)**

## **NOTICE INVITING TENDER**

### **Appointment of Architectural Consultant (Empaneled with BDA) to secure the approvals for “Building Plans and Occupancy Certificates” for the building works related to Temperature Controlled Warehouse at Khurda, Odisha**

#### **TENDER NOTICE NO: E&P / TCW / BHU / ARC / 01**

**M/s Balmer Lawrie & Co Ltd (BL)**, a Government of India Enterprise under the administrative control of Ministry of Petroleum & Natural Gas invite Online Bid from Architects registered with Council of Architecture and empaneled with Bhubaneswar Development Authority (BDA) OR Architectural Firms having its registered lead architect empaneled with BDA for providing services in obtaining Building Plan approvals, Occupancy Certificate and other approvals as per given scope of work. Bids shall be submitted in the name of the Architect with credentials in his/her name as per pre-qualification criteria or Architectural Firms with credentials in the name of the company as per pre-qualification criteria.

#### **1.0 BRIEF DESCRIPTION OF THE JOB**

Balmer Lawrie & Co Ltd propose to set up a Temperature Controlled Warehouse at plot nos. 5 & 13(P) admeasuring 1.5acres, Chhatabar, Khurda District, Odisha. The proposed project has a PEB warehouse on concrete foundation, with eaves height of 13.5M from floor level and plinth height of 1.5M from in-plant road level.

The warehouse has several cold chambers with thermal insulation & refrigeration system for controlling temperatures for storage of various commodities. The proposed plant shall have a capacity of 2000MT refrigerated chambers with minimum temperature of (-) 25 deg C and of 3000MT capacity potato storage at zero deg C. The warehouse also have administrative building, docking bay, AC plant room, fire water pump house, electrical installation etc. The overall project completion time is Ten (10) calendar months.

Tentative layout plan is enclosed for general idea; however the layout plan and details are subject to modification based on the local building rules and best possible functioning.

#### **2.0 SCOPE OF SERVICES**

The scope of services by the consultant is given below:

- i) Preparation of Architectural Drawings (building plan, elevation, section, perspective view etc) including in-plant road, pavement, boundary wall, plant/non-plant buildings etc as per requirement of BL for approval from local

appropriate authority. The attached tentative layout plan is for general guideline only, however any betterment is desirable and appreciable. The plan shall be developed as per laid down guidelines of BDA/IDCO so as to obtain sanction of building plans by incorporating the followings:

- a. Architectural details needed in floor plans indicating room size, doors, windows, toilet shafts, staircase detail, area statement, location of water storage tank, AC plant location, cold chambers, fire water pump house & reservoirs, electrical installation etc.
  - b. Site plan showing setbacks, building line, external site development, site services viz. rain water harvesting scheme, sanitation and water supply scheme, parking, access, gate post (guard room), SEB metering room, Di-pole etc.
  - c. Details of longitudinal sections, cross-sections and elevations showing vertical section of the building through critical areas, staircase & toilets and color perspective views.
  - d. Submission of Drawings for approval to local statutory bodies with requisite documents and fees, assist with liasoning and expediting with the authorities for approvals.
  - e. Fire scheme drawing, documentation, application for provisional Fire NOC and final Fire NOC from local fire department and to obtain approval of same, assisting with liasoning. Obtaining Building Occupancy certificate is also under the scope of work.
  - f. Documentation, application and approvals for Consent to Establish & Consent to Operate from Pollution Control Board assisting with liasoning.
  - g. Documentation, application and approvals for Factory license from local Factory Inspectorate assisting with liasoning.
  - h. Provide necessary periodic supervision by site visits at all stages of construction as and when required by BDA/IDCO or appropriate authorities to verify that the works are being executed in accordance with architectural sanction drawings and working drawings so that necessary certifications can be issued.
  - i. Structural Stability Certificate required to obtain building occupancy certificate.
- ii) The following Documents will be issued by BL:
- a. Basic master plan of the buildings in the project
  - b. Geotechnical test report.
  - c. Site Survey drawings indicating contour and physical features.

- d. Copy of land deed document
  - e. Copy of land handing over letter
  - f. Copy of Project Report
  - g. Authority letter of authorized Signatory of owner
- iii) Statutory fees shall be paid by the architect if it is online payment and to get reimbursed from BL afterwards. DD/ cheque payment if applicable shall be paid by BL directly; however the architect shall collect the cheque/DD from BL and submit the same to the appropriate authorities.

### **3.0 EARNEST MONEY DEPOSIT**

Bid should be accompanied by a Demand Draft of **Rs 12500/- (Rupees Twelve Thousand Five Hundred only)** towards earnest money deposit (EMD) executed by any scheduled bank drawn in favour of M/s Balmer Lawrie & Co Ltd payable at Kolkata.

Earnest Money deposit (EMD) is exempted for agencies registered under NSIC or coming under the definition of Micro and Small Industries and holding valid registration certificates covering the tendered items/services. Declaration of Udyog Aadhar Memorandum (UAM) by the MSE parties on Central Public Procurement Portal (CPPP) shall be mandatory. However, attested/Notarized copy of valid NSIC certificate or "Micro and Small" industry certificate must be submitted in this regard.

- 3.1 For the successful bidder, the EMD will be refunded only after completion of the work. No interest shall be payable towards EMD amount.
- 3.2 For the unsuccessful bidders, the EMD will be refunded only after the successful bidder has accepted the work order and the acknowledgment of the same has been received by the owner.
- 3.3 EMD is liable to forfeiture in the event of:
- a) Withdrawal of offers during validity period of the offer
  - b) Non acceptance of orders by the bidder within the stipulated time after placement of order.
  - c) Any unilateral revision made by the bidder during the validity period of the offer.
  - d) Non-performance of the bidder during the tenure of work.
  - e) Bidders submitting false/fabricated/bogus documents in support of their credentials

### **4.0 PREQUALIFICATION CRITERIA**

The prospective tenderers shall fulfil the following pre-qualification criteria:

- 4.1 Architect registered with Council of Architecture and empaneled with BDA or Architectural Firm having its lead architect registered with Council of Architecture and

empaneled with BDA. Documentary evidence in support to association of lead architect with architectural firm needs to be furnished.

- 4.2 Average annual turnover of the tenderer shall be **Rs 50 Lakhs** during last three (3) financial years ending 31st March, 2018.
- 4.2 The tenderer should have successfully executed Project Architectural Services of the following minimum values of the project handled by them during past five (5) years ending last day of month previous to the one in which applications are invited should be either of the following:-
- a. 3 projects each of value not less than **Rs 10 Crore** or
  - b. 2 projects each of value not less than **Rs 12.5 Crore** or
  - c. 1 project of value not less than **Rs 20 Crore**

Copy of work orders and completion certificates from the owner shall be submitted.

- 4.3 The tenderers must have valid PAN, GST registration.

#### 5.0 **TENDER DOCUMENTS**

Tender Documents comprises two parts viz. Part-I (Un-priced) and Part-II (Priced). The Un-priced Part consists of Notice Inviting Tender & tentative layout drawing. The Priced Part consists of Priced Schedule. Bidders are requested to download the tender document and read all the terms and conditions mentioned in the tender document and seek clarification if any, from Sri G C Saha, AVP (E&P) (Mobile no. 9748773900). Any clause defining offline bid submission in the tender document shall not be considered.

#### 6.0 **TENDER SUBMISSION**

The intending bidders shall be deemed to have visited the site and familiarise themselves thoroughly with the prevailing site conditions before submission of the tender. Non familiarity with the site conditions and non-visit to site will not be considered reason either for extra claim or for not carrying out the work in strict conformity with the drawing, specification and time schedule.

The tenderer is required to register on the e-procurement site <https://balmerlawrie.eproc.in> and submit their bids online.

For registration and online bid submission tenderer may contact the following officials at the **HELP DESK of M/s C1 India** on browsing to the website <https://balmerlawrie.eproc.in> during business hours (10:00AM to 06:30PM) from Monday to Friday (Excluding holidays of the Company):

Mr. TirthaDas (Kolkata)	<a href="mailto:tirtha.das@c1india.com">tirtha.das@c1india.com</a>	+91-9163254290	MON - FRI
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Mr. Artha Ghosh (Kolkata)	<a href="mailto:partha.ghosh@c1india.com">partha.ghosh@c1india.com</a>	+91-8811093299	MON - FRI
Mr. CH. Mani Sankar (Chennai)	<a href="mailto:chikkavarapu.manisankar@c1india.com">chikkavarapu.manisankar@c1india.com</a>	+91-8939284159	MON - SAT
Ms. Ujwala Shimpi (Mumbai)	<a href="mailto:ujwala.shimpi@c1india.com">ujwala.shimpi@c1india.com</a>	+91-22-66865608	MON - FRI
Helpdesk Support (Kolkata)		+91-8017272644	MON - SAT
<b>Escalation Level 1</b>			
Mr.Tuhin Ghosh	<a href="mailto:tuhin.ghosh@c1india.com">tuhin.ghosh@c1india.com</a>	+91-8981165071	

The tenderer shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the tenderer will not be accepted on the e-procurement platform.

All the tenderers who do not have digital certificates need to obtain Digital Certificate **(with both Signing and Encryption Components)**. They may contact help desk of M/s C1 India.

The tenderer shall furnish the original Demand Draft for EMD to the tender inviting authority so as to reach on or before the due date and time of the Tender either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of tenderer. The Company shall not take any responsibility for any delay or non-receipt. If any of the documents furnished by the tenderer is found to be false/fabricated/bogus, the tenderer is liable for black listing/forfeiture of the EMD/cancellation of work/criminal prosecution. The tenderer is requested to get a confirmed acknowledgement from the Tender Inviting Authority as a proof of Hardcopies submission to avoid any discrepancy.

The bidders found defaulting in submission of hard copies of original Demand Draft for EMD and other documents to the Tender Inviting Authority on or before the stipulated time in the Tender will not be permitted to participate in the Tender.

The bidder is requested to read all the terms and conditions mentioned in the tender Document and seek clarification if any from if in doubt from Sri G C Saha, AVP (E&P).

**The bidder should keep track of any Addendum / Corrigendum / Amendment issued by the Tender Inviting Authority on time-to-time basis in Company's website ([www.balmerlawrie.com](http://www.balmerlawrie.com)) and e-procurement site (<https://balmerlawrie.eproc.in>).**

The tenderer should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgement is given by the

system through bid submission number after completing all the process and steps. M/s C1 India is not responsible for incomplete bid submission by users. Tenderers may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing.

Neither the Company (Balmer Lawrie & Co. Ltd.) nor the service provider (M/s C1 India) is responsible for any failure or non-submission of bids due to failure of internet or other connectivity problems or reasons thereof.

The hardcopies of the Unpriced Bid Documents under sealed envelope should reach the office of **Head (Technical), Balmer Lawrie & Co. Ltd, 21, Netaji Subhas Road, Engineering & Projects Department, 2<sup>nd</sup> Floor, Kolkata – 700 001** on or before the due date of submission of tender. The Bidders who are submitting the Bids in person are requested to drop the same in our tender box located at the entrance of 2nd floor at the above address.

#### **7.0 DOCUMENT TO BE SUBMITTED BY THE TENDERER**

Only empaneled Principal/Lead architects from participating organization as appearing at BDA website as on tender due date with validity at least till 31.12.2020 are allowed to participate in the tender. The qualified architects shall require to submit the following documents while submitting their bids.

The tender, as submitted, shall consist of the following:

- i) Hard copy of Un-priced Tender Document duly filled in, stamped and signed by the Tenderer as prescribed in different clauses of Tender documents. No hard copy of priced bid shall be submitted. Priced bid shall only be submitted online. The price bid excel file in pdf format shall be downloaded from the website, bidder to fill in their rates & amounts on hard copy, stamp, sign, scan and upload the same.
- ii) EMD of amount as per NIT
- iii) Audited average annual turnover during last three(3) financial years ending March, 2018 shall not be less than Rs 50 lakhs.
- iv) Work order & Job completion certificate for requisite value of projects done (for the Architect/ Architectural Firms) from previous employer during last 5 years ending March, 2018:-
  - v) PAN
  - vi) GST Registration
  - vii) Valid Certificate of Registration from Council of Architecture
  - viii) Bank details and other details as per enclosed format
  - ix) Company Brochure/ Profile

**8.0 TENDER SUBMISSION**

Unpriced bid complete in all respects as stipulated in this NIT should reach the office of **Head (Technical), Engineering & Projects Department, 2<sup>nd</sup> Floor**, Balmer Lawrie & Co Ltd, 21, Netaji Subhas Road, Kolkata 700001 within the due date of submission. The NIT document is also required to be stamped, signed and submitted along with hard copies of other documents sought for.

Unpriced bid with all supporting documents to be submitted under sealed cover duly super scribed **Tender Number and Name of the Work**.

**9.0 TERMS OF PAYMENT**

Tenderer should quote their **LUMPSUM FEES** (in priced part) against given scope of services; however, the payment shall be released in stages as per breakup given below:

1	On submission of proposal complete in all respects to BDA/IDCO or appropriate body for approval of <b>“Building Plan &amp; Site Plan”</b>	30%
2	Upon receipt of Building Plan & Site Plan approval & construction permission from the statutory body	20%
3	On submission of the proposal complete in all respects to Fire department and obtaining provisional Fire NOC & Final NOC	20%
4	After receiving of Occupancy Certificate from local Building Department.	15%
5	After obtaining consent to establish & consent to operate from Pollution Control Board	10%
6	After obtaining Factory license from local Factory Inspectorate	5%

All statutory fees are payable at actuals by BL. All other expenses including liasoning charges shall be borne by the tenderer. GST shall be paid separately at actuals against submission of documentary evidence towards deposit.

**10.0 SECURITY DEPOSIT**

An amount equivalent to 10% (Ten percent) of the total amount payable to the Architects/ Architectural Firms shall be put withheld progressively from each bill towards the Security Deposit for fulfilling the terms of contract faithfully and honestly. The Security deposit will be refunded after the completion of the project in all respect and issuance of completion certificate by the owner.



**11.0 ARBITRATION**

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator to be appointed by the Chairman & Managing Director, Balmer Lawrie & Co. Limited and the provisions of Arbitration Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the arbitrator, if any, shall be shared equally by both the parties. The award shall be a speaking award stating reason therefor and is final & binding on the parties. The proceeding shall be conducted in English language and courts at Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

**12.0 TIME SCHEDULE**

The commencement of the contract shall be considered from the date of issuance of work order by the owner. Architect shall submit architectural drawings in all respect within Fifteen(15) days' time. The overall project completion time is 10months and all statutory approvals as per scope shall be made available to the owner by that time to enable commercial operation of cold storage plant to start.

**13.0 TERMINATION**

The owner without any prejudice to its right against the Architects in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contracts and without prejudice to any rights or remedies under any of the provisions of this contract, may terminate the contract by giving one month's notice in writing to the Architects and in the event of such termination, the Architect shall be liable to refund the excess payment, if any, made to him over and above what is due in terms of this agreement on the date of termination and the owner may make full use of all or any of the drawings prepared by the Architects.

Termination of the Contract by the Architects shall be subject to levy of a suitable compensation by the Department, quantum of which shall be decided by the Competent Authority upto a maximum of the security deposit.

**14.0 NON-CONFORMANCE**

Tenders not conforming to the above mentioned requirements are liable to be rejected.

**15.0 VALIDITY OF OFFER**

Tenderer shall keep their offer valid for a period of Three (3) Months from the date of opening of bid.

**16.0 RIGHT OF ACCEPTANCE / REJECTION**

**M/s Balmer Lawrie & Co. Ltd.** reserves the right to accept or reject any tender either in part or in full without assigning any reason whatsoever.

Job shall be awarded to the lowest bidder provided the party is technically qualified and have not taken any deviation from the tender criteria or not putting any precondition on acceptance of bid. Bids from technically non-qualified parties shall be removed from the evaluation process. Online price shall only be opened for the technically qualified shortlisted parties. Hard copy of Unpriced bid must not contain any price figure, violation of this shall call for rejection.

Yours faithfully,  
for **BALMER LAWRIE & CO. LTD.**

**(A K Basak)**  
**Head (Technical)**

## Tenderer's Information

<u>Sl no.</u>	<u>Description</u>	<u>To be filled in by the Tenderer</u>
<u>1</u>	<u>Name1 (max. 35 char.)</u>	
<u>2</u>	<u>Name2 (max. 40 char.)</u>	
<u>3</u>	<u>Street/House No. (max. 50 char.)</u>	
<u>4</u>	<u>Street1 (max. 40 char.)</u>	
<u>5</u>	<u>Street2 (max. 40 char.)</u>	
<u>6</u>	<u>PIN Code (Postal Index No. e.g. "700001") (max. 6 char.)</u>	
<u>7</u>	<u>City/Place (e.g. "Kolkata" or "Dehradun") (max. 40 char.) or as the name of the city</u>	
<u>8</u>	<u>Country ("India" or "England" or as the name of country be)</u>	
<u>9</u>	<u>State (Name the state from where the office of Vendor/Supplier operates)</u>	
<u>10</u>	<u>First Tel. No. (With STD Code): (e.g. 033-22225280 or 022-66552814) (max. 30 char.)</u>	
<u>11</u>	<u>First Fax No. (with STD Code)</u>	
<u>12</u>	<u>Contact Person</u>	
<u>13</u>	<u>First Mobile No.</u>	
<u>14</u>	<u>E-mail Address) (max. 40 char.)</u>	
<u>15</u>	<u>PAN No. :</u>	
<u>16</u>	<u>GSTIN Registration No. :</u>	
<u>17</u>	<u>GSP Name (GST Suvidha Provider)</u>	
<u>18</u>	<u>Bank Name (max. 60 char.)</u>	
<u>19</u>	<u>Street (max. 35 char.)</u>	
<u>20</u>	<u>City (max. 35 char.)</u>	
<u>21</u>	<u>Branch (max. 40 char.)</u>	
<u>22</u>	<u>IFSC Code</u>	
<u>23</u>	<u>MICR Code</u>	
<u>24</u>	<u>Account No.</u>	
<u>25</u>	<u>Type of Account (Current, Savings, etc.)</u>	

**PRICED PART (PART-II)**  
**TENDER NOTICE NO: E&P / TCW / BHU / ARC / 01**

Sl. No.	Job Description	Unit	Qty	Amount (Rs)	
				In Figures	In Words
1	Architectural Consultancy services to secure approvals of Building & Site Plan from BDA/IDCO and appropriate authorities, obtaining occupancy certificate, provisional & final Fire NOC, Consent to Establish & Consent to Operate from Pollution Control Board, Factory licenses, periodical supervision at site to check design/ drawing conformity etc as per scope of services or defined elsewhere in this tender document and as per satisfaction of the Engineer-in-Charge.	LS	1		
				NOT TO BE QUOTED HERE	
2	Add for GST	%			

**TOTAL**

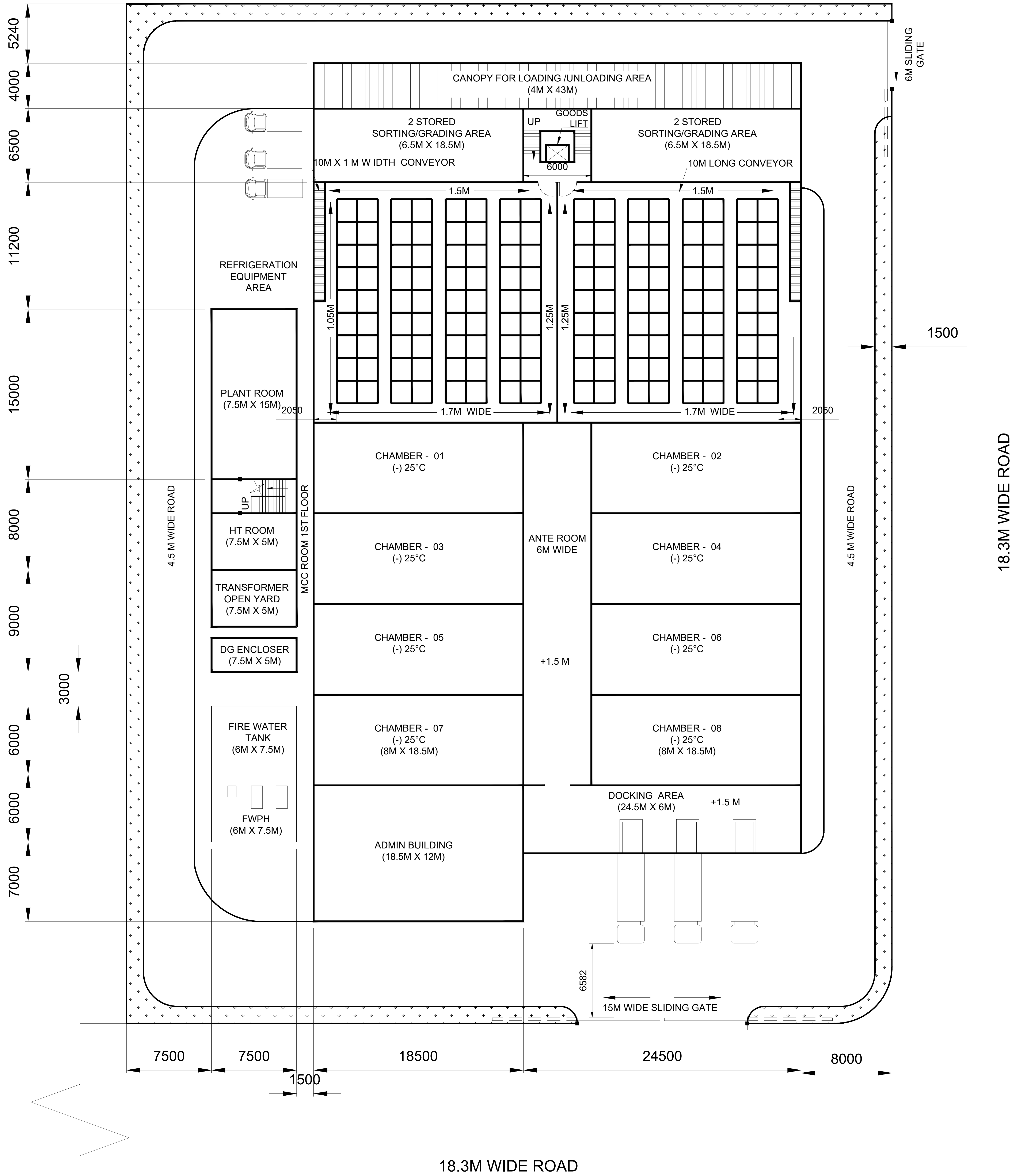
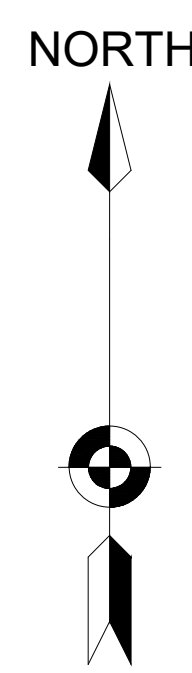
**Notes:**

1. The quoted price shall remain firm during the execution of the CONTRACT.
2. GST shall be payable extra and the party needs to submit documentary evidence towards deposit of same.
3. All statutory fees shall be payable by BL at actuals supported by receipts. Tenderer shall include all other cost in their quoted price.

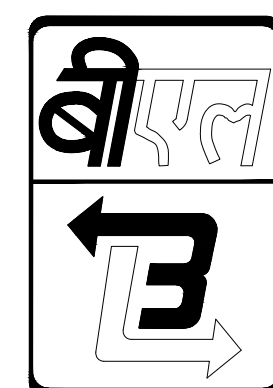
# Layout Plan

CAPACITY CALCULATION

TCW	POTATO STORAGE
250 Pallets/Chambers X 8 chambers =2000 MT	144 Blocks X 6 layers X 70 bags @50Kg/bag =3000 MT



TENDER PURPOSE ONLY  
PLOT AREA: 1.5 ACRES



Balmer Lawrie & Co. Ltd.  
ENGINEERING & PROJECTS

NO.	DATE	REVISION	BY	CHKD.	APPD.

THIS DRAWING IS THE PROPERTY OF BALMER LAWRIE & CO. LTD. AND SHALL NOT BE DISCLOSED TO A THIRD PARTY COPIED OR USED WITHOUT THE WRITTEN CONSENT OF BALMER LAWRIE & CO. LTD.

SCALE :			PROJECT : TCW, BHUBANESWAR		
DRAWN	KD	31.05.19	OWNER : BALMER LAWRIE & CO. LTD; SBU-LOGISTICS		
CHECKED	GCS	31.05.19	TITLE : TENTATIVE LAYOUT PLAN OF TCW BHUBANESWAR		
APPD	GCS	31.05.19			
DWG NO. EP/TCW/BHUBANESWAR/01			SHT 1 OF 1		REV: 01/14

Stamp & Signature of the Tenderer