



**West Bengal Housing Infrastructure Development Corporation Limited**

(A Govt. of West Bengal Undertaking)

HIDCO BHABAN, 35-1111, Biswa Bangla Sarani, 3rd Rotary, New Town, Kolkata – 700156

Telephone No. (033) 2324-6037/38, Fax: (033) 2324-4833/3016/6009

e-mail: [wbhidcoltd@gmail.com](mailto:wbidcoltd@gmail.com) / [info@wbhidco.in](mailto:info@wbhidco.in) website: [www.wbidcoltd.com](http://www.wbidcoltd.com)

Memo No: 314/HIDCO/Plng./558 (A)/2020

Dated: 04/05/2021

Chief Planner, on behalf of WB HIDCO invites EOI for the work detailed below.  
(Submission of Bid through online)

**Notice inviting Expression of Interest for Planning, Designing and Periodical Architectural Supervision of a Proposed Utility Building in Action Area –I of Newtown, Kolkata**

WBHIDCO hereby invites encrypted electronic bid for selection of Consultant comprising of well experienced team of renowned Architecture, Engineers for planning, designing, periodical architectural supervision, and preparation of bid documents (Part 1: Techno commercial bid and Part 2: financial bid) for tender processing and expert supervision till successful completion/commissioning of the project for development of Utility Building at New Town, Kolkata.

The applicant bidders/contractors are advised to carefully read all the ‘Terms & Conditions’ contained in this EOI. He/she should particularly go through the minimum desired Prequalification (PQ) works credential & financial eligibility criteria and satisfy himself/herself of all the mandatory eligibility requirements. Bidders desirous of participating in the e-Tender should submit bids only if they fulfil the minimum PQ eligibility criteria and are in possession of all the required PQ Credential documents “in original” as these may be summoned by the Tendering authority for verification purposes.

The detailed EOI document is available at <https://wbtenders.gov.in/nicgep/app> and also in WBHIDCO portal at <https://www.wbidcoltd.com>. Interested participants who meet the pre-qualification criteria may submit their Expression of Interest online with all the necessary documents as instructed in the EOI.

**Schedule Completion Period:**

1) Planning, Designing of a Proposed Utility Building.	-	4 (four) months
2) Supervision / Association during execution	-	Till the project completion time.



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**A) Introduction of New Town, Kolkata:**

New Town, Kolkata is one of India's latest and fastest-growing planned new cities. The Township is strategically situated in the North Eastern Fringes of Kolkata, the capital of West Bengal. On one side, it is adjacent to Salt Lake City, another planned city close to the capital city of Kolkata and on the other, it is in close proximity to the Netaji Subhash Chandra Bose International Airport in Greater Kolkata. New Town, Kolkata is fast emerging as a Smart and Green Township, which caters to the housing needs of all classes of people in the society and provides job opportunities to thousands of young people as more and more IT giants like as TCS, ITC, WIPRO, Infosys etc. are setting up their units here.

The Township has Eastern India's largest Ecological Park developed on 480 Acres of green area surrounding a vast water body. The Park is better known as Eco-Park. The Township also takes pride in constructing an Iconic Welcome Gate to the people entering the City of Kolkata via Netaji Subhash Chandra Bose International Airport. The said Gate is better known as Kolkata Gate. Biswa Bangla Convention Centre, the largest Convention Centre in Eastern India with a sitting capacity of 3200 people, is another Iconic Structure that has added to the glory of this Township.

**B) Project Objective:**

The proposed Utility Building shall consist of commercial spaces Including retails, offices etc. The design of the building needs to be in compliance with the existing norms of NKDA, WBF&ES, Pollution Board etc. The Utility building will be constructed in the Plot No. AI/9 (Premises No. 11-1111) measuring 0.662 Acre in Action Area - IA of New Town, Kolkata.

The work will include preparation of details of Architectural Drawings, Structural Designs including preparation of details of estimate of the proposed Utility Building with bill of quantities including sanitary, plumbing, electrical, firefighting arrangements, air-conditioning, other ancillaries etc. The detailed estimate will have



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to be prepared on the basis of PWD schedules. In case of non-scheduled items, analysis of rates will have to be provided. In addition to the above, the work will also include periodical supervision of execution in the field

**C) Scope of Work:**

The selected Design Consultant will have to carry out the following Consultancy Works:

- I. Architectural detailed Designs & Drawings including preparation of Plans, Elevations, Sections, Perspective Drawings, Architectural Details etc.
- II. Structural detailed Designs and Drawings of the proposed Utility Building including vetting of the Structural Design of the Building. The vetting would be done by BESU, JU, IIT-Kharagpur or similar Institute as agreed upon by WBHIDCO and the fees for the same would be paid by WBHIDCO.
- III. Detailed designs & drawings of Water Supply, Sewerage, Drainage, Electricals, Air-conditioning and other related ancillaries.
- IV. Any change in Architectural and other Designs of the proposed Utility Building as may be suggested by an Expert Panel must be done by the selected bidder free of cost. Any other unavoidable change is also to be done by the selected bidder free of cost.
- V. Sanctioning of the proposed Utility Building Plans from the Statutory Authorities.
- VI. Preparation of detailed estimate, BOQ for the Utility Building and ancillary works like electrical, sanitary, fire-fighting, arrangements, air-conditioning etc.
- VII. Preparation of tender documents which will include technical specification and BOQ of all the necessary items for the selection of contractor.
- VIII. Periodical supervision of construction work including ancillary works and submit a report on monthly basis to the competent authority of WBHIDCO.
- IX. Prepare a good model of the proposed utility building by a reputed modeller without any additional cost.
- X. Draft Construction Contract based on W.B.F.N 2911.



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- XI. Release goods for construction drawings & checking & approval of shop drawings submitted by contractor.
- XII. Monthly status report on the progress of the project will need to be submitted to the nodal officer of HIDCO for the entire duration of the engagement.

**D) Non-Disclosure Agreement**

The selected Bidder has to sign Non-Disclosure Agreement with WBHIDCO. It will be selected bidder responsibility to get this agreement signed along with contract agreement.

**E) Eligibility Criteria:**

**1) General Eligibility:**

SL.N O	ELIGIBILITY CRITERIA	DOCUMENT PROOF
1	<ul style="list-style-type: none"> <li>• The bidder may be a Company, Partnership Firm or Sole Proprietorship Firm.</li> <li>• The bidder shall be a <b>single entity</b></li> <li>• The bidder shall be solvent at the date of bidding</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of Certificate of Incorporation / Registration under Companies Act 1956/2013</li> <li>• Documentary proof for business operation in India</li> </ul>
2	The bidder must have an experience of carrying out similar type of consultancy work i.e. commercial building with a project value of at least INR 40 Cr during the last 5 years.	Work Completion Certificate + Work Order issued by the client and self- declaration with project details may please be submitted.
3	The bidder must be registered in India with an experience of working in India for at least 5 years.	Work Completion Certificate + Work Order issued by the client and self- declaration with project details may please be submitted.
4	The Bidder should not have in the past 5 years, preceding the due date of this proposal, been (i) Expelled from any project or contract by any government or government instrumentality (ii) barred by any government or government instrumentality in India.	A self-declaration by the Bidder may be submitted in this regard in a Non- Judicial Stamp Paper.



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5	The bidder should have a minimum average annual turnover of INR 1 Cr (one) only and must have a profit making organization for the last 3 (three) years	Annual Audited Accounts of last 3 (three) financial years ending 31 <sup>st</sup> March 2021 may please be submitted.
6	Other mandatory legal documents Trade License <ul style="list-style-type: none"> <li>• GST Certificate</li> <li>• Income Tax Return (Last 3FY)</li> <li>• Copy of PAN</li> <li>• Articles of Association/Company</li> <li>• Registration (depending on company type)</li> <li>• Professional Tax Clearance Certificate for last FY</li> </ul>	Copy of the valid documents
7	The bidder shall submit a Power of Attorney of Authorization for signing the bid in Rs.10.00 Non-Judicial Stamp Paper.	Scanned copy of the Power of attorney certificate

**2) Technical Eligibility:**

The bidder will have to submit the detailed resume with work experience for the key experts as mentioned below;

**a) Architectural and Design Team**

<b>Position</b>	<b>Desirable Qualification</b>	<b>Required Experience</b>
<b>Lead Architect</b>	Bachelors in Architecture	A minimum of ten (10) years of experience required in related field.
<b>Structural Engineers</b>	Master Degree in Civil Engineering with specialization in structural engineering.	A minimum of ten (10) years of experience required in structural designing.
<b>Electrical Engineering Expert</b>	B tech in Electrical/Power Engineering	A minimum of five (5) years of experience required in similar field.
<b>AC-Ventilation Expert</b>	B Tech in Electrical/Mechanical Engineering	A minimum of five (5) years of experience required in similar field.
<b>Sanitary &amp; Plumbing Experienced Person</b>	B Tech in Civil/Electrical/ Mechanical Engineering	A minimum of five (5) years of experience required in similar field



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**b) Project Management Team**

<b>Position</b>	<b>Desirable Qualification</b>	<b>Required Experience</b>
<b>Civil Engineer</b>	B.E./ Diploma in Civil	A minimum of five (5) years of experience required in related field.
<b>Electrical Engineer</b>	B.E./ Diploma in Electrical	A minimum of five (5) years of experience required in related field.
<b>Quality Engineer</b>	B.E./ Diploma in Civil/ Electrical/Mechanical	A minimum of five (5) years of experience required in similar field.

**F) Bid Evaluation Mechanism:**

**1) Technical Evaluation**

The proposals shall be evaluated through 'Combined Quality and Cost Based Selection (CQCBS) process and ranked accordingly by a Committee constituted by WBHIDCO. Both the Technical and Financial Proposals shall be marked separately. The Financial Proposals of only Technically Qualified Bidders will be opened for further consideration. The Bidder (L1) who has quoted the lowest price will be given a score of 100. The other Bidders (N, N1, N2, N3 etc.) will be allotted scores based on the score of L1 as per the formula: “L1/N x 100”. The score of Technical Proposal shall be given 70% weightage and that of the Financial Proposal shall be given 30% weightage. (Total Score = 70% of Technical Score + 30% of Financial Score).

<b>Sl. No.</b>	<b>Criteria</b>	<b>Scoring</b>	<b>Supporting document to be submitted</b>	<b>Maximum Score</b>
1	Work experience	General Company Experience in preparation of details Architectural Drawings, Structural Designs including preparation of details of estimate for Utility building/commercial building.	Work Completion Certificate + Work Order issued by the client and self-declaration with project details may please be submitted.	20



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Sl. No.	Criteria	Scoring	Supporting document to be submitted	Maximum Score																		
		For 1 Project: 15 Marks  For more than 1 Projects: 20 Marks																				
2	Marks of proposed team members for the entire project; any change during project period will have to approved by the WBHIDCO	<table border="1"> <thead> <tr> <th>Position</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>Lead Architect</td> <td>7</td> </tr> <tr> <td>Structural Engineer</td> <td>6</td> </tr> <tr> <td>Electrical Engineer</td> <td>5</td> </tr> <tr> <td>AC-Ventilation Expert</td> <td>5</td> </tr> <tr> <td>Sanitary &amp; Plumbing Expert</td> <td>5</td> </tr> <tr> <td>Civil Engineer</td> <td>4</td> </tr> <tr> <td>Electrical Engineer</td> <td>4</td> </tr> <tr> <td>Quality Engineer</td> <td>4</td> </tr> </tbody> </table>	Position	Marks	Lead Architect	7	Structural Engineer	6	Electrical Engineer	5	AC-Ventilation Expert	5	Sanitary & Plumbing Expert	5	Civil Engineer	4	Electrical Engineer	4	Quality Engineer	4	Detailed resume of the proposed team members will have to be submitted along with Specific Position. The resumes have to be signed by both the incumbent and the authorized signatory of the bidder.	40
Position	Marks																					
Lead Architect	7																					
Structural Engineer	6																					
Electrical Engineer	5																					
AC-Ventilation Expert	5																					
Sanitary & Plumbing Expert	5																					
Civil Engineer	4																					
Electrical Engineer	4																					
Quality Engineer	4																					
3	Technical presentation	<p>Understanding of the engagement – 10 Marks</p> <p>Sharing experience and suggestions on adding value to WBHIDCO – 10 marks</p> <p>Understanding of the role and task of proposed team members – 10 marks</p> <p>Robustness of the execution Plan – 10 marks</p>	<p>Presentation before an evaluation committee covering the points</p> <ol style="list-style-type: none"> <li>1. Appreciation of the project</li> <li>2. Proposed Approach and Methodology</li> <li>3. Proposed value addition</li> <li>4. Proposed execution Plan in detail</li> </ol>	40																		
<b>Total maximum Score</b>				<b>100</b>																		



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2) **Financial Evaluation**

- i. Based on the above Marks, each applicant would be assigned a technical score out of 100. Based on their ranking in technical score, the applicants scoring more than 80% will be declared eligible for financial evaluation;
- ii. The all-inclusive lump sum fee excluding of GST will have to be quoted by the bidders at the appropriate section of the e-tender portal. Disclosure or indication of quote at any other section will lead to disqualification of the bidder.

3) **Final Evaluation**

- i. The weighted total score of both the Technical and Financial proposals shall be used to rank the Bidders. The First Ranked Bidder shall be awarded the Consultancy Work.

**G) Terms & Conditions:**

- 1) The Consultants must have GST Registration Certificates and IT & PAN valid at least up to the date of submitting their bids. Applications for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
- 2) Before submitting any bid / offer, the intending participants should make themselves thoroughly acquainted with the local conditions prevailing by actual inspection of the site, and take into consideration all aspects including actual size and availability of land, communication facilities, climatic conditions, availability of local labourers and market rates prevailing in the locality etc. As no claim whatsoever will be entertained on these counts afterwards.
- 3) The selected bidder will have to enter into an agreement with WBHIDCO within 07(seven) days from the date of issuing Work Order.





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- 4) Fees Payable: The Consultant would have to quote a lump sum fee excluding of GST for the following works and the Consultancy Fee would be paid as a percentage of the Total Fee as mentioned against each item of works. Payments would, however, be released only after approval by the Competent Authority.
- 5) Any bid /offer containing overwriting is liable to be rejected. All corrections are to be attested under the dated signature of the bidder without which the bid/offer may be informal.
- 6) No conditional bid/offer shall be accepted.
- 7) A prospective Bidder requiring any clarification about the EOI document and scope of work may contact the undersigned through e-mail/ letter as mentioned below. After opening of EOI responses, if the tender committee feels, they may ask for supporting documents in respect of the claim of the bidder and the bidder will have to submit supporting documents as well as written clarifications as required by the committee within three days.
- 8) The EOI response submitted by the Bidder should be in English language only. All the documents relating to the EOI (including brochures) supplied by the Bidder should also be in English, and the correspondence between the Bidder & WB HIDCO will be in English language only.
- 9) WBHIDCO reserves the right to accept / reject, at its sole discretion, any or all evaluated Technical / Financial Proposals of the Bidders and cancel this Bidding process without assigning any reason whatsoever.
- 10) No Sub-contracting will be allowed.
- 11) No Consortium is allowed to participate
- 12) Team leader shall be present in the city throughout the project requirements.
- 13) The Project Management Team comprising of the 3 Experts as described above, will have to be deployed at the Site for the entire Project Period.
- 14) PMC team will also need to submit a daily progress and utilisation report to the nodal officer of HIDCO.



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**H) Payment Schedule:**

Consultants will have to quote a lump sum fee excluding of GST for the following works and the Consultancy Fee will be paid as a percentage of the Total Fee as mentioned against each item of works. Payments will, however, be released only after approval by the Competent Authority. The payment of GST will be made to the Consultant if it is applicable for such Consultancy Services.

Sl. No	Description	Payment Schedule
1	On submission of concept drawing	10 % of total fee
2	On submission of detailed architectural design & drawing	15 % of total fee
3	Preparation & sanction of utility building plans from statutory authority	10 % of total fee
4	On submission of detailed structural design & drawing	15 % of total fee
5	On submission of others details; a) Sanitary and Plumbing design & drawing b) Electrical Design & drawing c) Firefighting arrangements d) Air-conditioning system e) Other ancillaries	20 % of total fee
6	Preparation of tender documents including BOQ & specification	15 % of total fee
7	Preparation of good model by a reputed modeller	05 % of total fee
8	On completion of projects (supervision work)	10 % of total fee

**I) Bidding Process:**

- I. The bid documents containing the Company Profile and Work Experience of the bidder will have to be uploaded on the e-portal of NIC in (.rar) file.
- II. The material for Technical Presentation will have to be submitted in soft copy.



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The soft copy should be uploaded on the e-portal of NIC in .rar file.

- III. The Financial Bid will have to be uploaded on the e-portal of NIC in (.rar) file.
- IV. WBHIDCO Ltd. authority reserves the right to cancel the E.O.I. due to unavoidable circumstances and no claim in this respect will be entertained.
- V. Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Financial Bid / Sealed Bid.
- VI. There shall be no provision of Arbitration.

**1) Schedule of Dates:**

Sl. No.	Schedule	Date & Time
1.	Online Publishing of e-tender	04.05.2021
2.	Online bid documents download	04.05.2021 at 5 PM
3.	Pre –bid meeting	11.05.2021 at 3 PM
4.	Start date of Bid Submission through on-line mode.	12.05.2021 from 12 noon
5.	Last Date of Submission of Bids through on-line mode.	01.06.2021 up to 4 PM
6.	Opening of Technical Bids	03.06.2021 at 5 PM
7.	Date of technical presentation	07.06.2021 at 3 PM
8.	On-line publication of the list of qualified Bidders after evaluation of Technical Bids	09.06.2021
9.	Opening of Financial Bids	To be notified letter on
10.	On-line publication of the final selection	To be notified letter on

**Chief Planner,  
WBHIDCO:**

Copy forwarded for information to: -

- 1) Engineer-in-Chief, WBHIDCO
- 2) PS of CMD, WBHIDCO
- 3) Joint Managing Director, WBHIDCO.
- 4) Chief Finance Officer, WBHIDCO.

**Chief Planner,  
WBHIDCO**



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**a. Annexure I: Covering Letter for submission of EOI**

(To be submitted on the letterhead of the bidder)

(Date)

To,

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-----  
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**Ref:**

**Sub: Submission of an EoI for “the Consultancy Work of Feasibility Study and selection of an Operator for the proposed Ropeway / LRT / POD connecting Action Area – III of New Town, Kolkata with the Kolkata Gate on PPP basis”**

Dear Sir/Madam,

We have examined the EOI document, we, the undersigned, herewith submit our EOI in response to your EOI no. \_\_\_\_\_ dated \_\_\_\_\_ for “Consultancy Services for preparation of RFP and other documents for selection of an Operator for the proposed Ropeway / LRT / POD connecting Action Area – III of New Town, Kolkata with the Kolkata Gate on PPP basis”, in full conformity with the said EOI document.

- i. We have read the provisions of the EOI document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our EOI shall not be given effect to.
- ii. We agree to abide by this EOI, consisting of this letter, the detailed response to the EOI and all attachments, for a period of 180 days from the date of submission of the bid.



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- iii. We would like to declare that we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices
- iv. We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this EOI.
- v. We hereby declare that all the information and statements made in this EOI are true and accept that any misrepresentation contained in it may lead to our disqualification.
- vi. We understand you are not bound to shortlist / accept any EOI you receive

Yours sincerely,

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:



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- b. **Annexure II: Details of the Responding Bidder** (To be submitted on the letterhead of the bidder)

1.	Name of the company	
2.	Official address	
3.	Phone No. And Fax No.	
4.	Corporate Headquarters Address	
5.	Phone No. And Fax No.	
6.	Web Site Address	
7.	Details of Company's Registration (Please enclose copy of the company registration document)	
8.	Name of Registration Authority	
9.	Registration Number and Year of Registration	

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:



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Telephone No. (033) 2324-6037/38, Fax: (033) 2324-4833/3016/6009

e-mail: [wbhidcoltd@gmail.com](mailto:wbidcoltd@gmail.com) / [info@wbhidco.in](mailto:info@wbhidco.in) website: [www.wbidcoltd.com](http://www.wbidcoltd.com)

- c. **Annexure III: Declaration for not being blacklisted** (To be submitted on the letterhead of the bidder)

Self-declaration for not being blacklisted by any Government Entity

(Date)

To,

**Sub: Submission of an EoI for the Consultancy Work of Feasibility Study and selection of an Operator for the proposed Ropeway / LRT / POD connecting Action Area – III of New Town, Kolkata with the Kolkata Gate on PPP basis**

**Ref: EoI Notice No.**

Dear Sir/Madam,

In response to the above mentioned EOI I/We, \_\_\_\_\_, as \_\_\_\_\_  
<Designation> of M/s \_\_\_\_\_, hereby declare that we are having unblemished past record and are not declared blacklisted or ineligible to participate for bidding by any State/Central Government, Semi-Government or PSU.

Sincerely,

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:

- d. **Annexure IV: Details of Projects undertaken** (To be submitted on the letterhead of the bidder)



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<b>Assignment Name:</b>		
<b>Location in India / abroad:</b>	<b>Duration of Assignment:</b>	
<b>Name of Client:</b>	<b>Total Project Value:</b>	
<b>Address of the Client:</b>	<b>Value of the services provided by the bidder:</b>	
<b>Start date:</b>	<b>Completion date:</b>	<b>No. of person-months of the assignment:</b>
<b>Narrative description of Project:</b>		
<b>Description of actual services provided:</b>		

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:





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**e. Annexure V: Bio-data of Experts**

1. Expert Category:
  
2. Name of the person:
  
3. Qualifications:
  
4. Year of working experience in the related field:
  
5. Year of working experience in this Company:

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date



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- f. **Annexure VI: Quotation of lump sum fee excluding GST for the Consultancy Work of Feasibility Study and selection of an Operator for the proposed Ropeway / LRT / POD connecting Action Area – III of New Town, Kolkata with the Kolkata Gate on PPP basis in reference to EoI Notice No.** (To be submitted on the letterhead of the bidder)

Rs.

(in words) only

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date: