

SELECTION OF CONSULTANTS BY THE WATER RESOURCES
DEPARTMENT, GOVERNMENT OF MEGHALAYA

REQUEST FOR EXPRESSIONS OF INTEREST

REPUBLIC OF INDIA
NATIONAL HYDROLOGY PROJECT

Loan No.: 8725-IN

CONSULTING SERVICES FOR PLANNING, ARCHITECTURAL AND
STRUCTURAL DESIGN AND ESTIMATE OF STATE WATER RESOURCES
DATA CENTRE AT FRUIT GARDEN, SHILLONG

Reference No. (as per Procurement Plan): 63

1. The Ministry of Water Resources, RD&GR, Government of India has received financing from the World Bank toward the cost of the National Hydrology Project (NHP) and intends to apply part of the proceeds for consulting services.
2. Water Resources Department, Government of Meghalaya is the Implementing Agency for National Hydrology Project (NHP) in Meghalaya. The project is a 100% Central Sector Scheme.
3. The consulting services for Planning, Architectural and Structural design and Estimate of State Water Resources Data Centre under National Hydrology Project' will broadly involve:
 - (i) Soil investigation and testing at the site.
 - (ii) Preparation of architectural plans, elevation, sections, working drawings, structural design and drawings, electrification, IT cabling, fire fighting and fire exit, air-conditioning, video conferencing, water supply and sanitation for the State Water Resources Data Centre at Fruit Garden, Shillong, Meghalaya as per Bye-laws of Meghalaya Urban Development Authority for obtaining necessary approval thereof.
 - (iii) Preparation of detailed specification, bill of quantities and estimate as per latest Meghalaya P.W.D. Schedule of Rates for Buildings.
4. Indicative Terms of Reference is attached with this EOI.
5. The Water Resources Department, Government of Meghalaya now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information (to be supported with relevant documents) demonstrating that they have the required

qualifications and relevant experience to perform the Services. The formats are attached to this REOI.

6. The short listing criteria are:

- (i) The firm should have been in consulting business of rendering the services for architectural design and supervision for at least 5 years.
- (ii) The Consultant should have successfully completed two consultancy services for similar projects of comparable magnitude for state or central government agencies for the last 5 years. Consultants having experience in designing of Data Centre in the region will be given preference.
- (iii) The consultant shall be financially sound with an average annual turnover of more than INR 25.00 Lakhs during the previous 5 (five) years.
- (iv) The Consultant shall be capable of providing all necessary professional, technical, and expert services such as Architect/Civil Engineers/Structural engineers/Electrical engineers, specialists with suitable domain knowledge and capacity for the implementation of such projects required to complete all the elements of the Scope of Work.
- (v) The Consultant having local experience and knowledge of local language will be preferable.

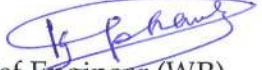
7. Conditions:

- (i) The Consultant shall be an Indian Firm / Company.
- (ii) The Consultant and its affiliates shall not be allowed to participate in tender(s) to be called for construction of the project for which they would be providing the consultancy services.
- (iii) The Consultant should not have been black listed by any Government entity.

8. A consultant will be selected in accordance with the CQS (Selection based on Consultant's Qualification) procedures set out in World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers [January 2011 revised July 2014] ("Consultant Guidelines")
(<http://www.worldbank.org/html/opr/consult/contents.html>)

9. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines as mentioned at Para 8 above setting forth the World Bank's policy on conflict of interest.
10. Further information can be obtained at the address below during office hours i.e. 1000 to 1700 hours (IST).
11. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 1400 hours (IST) on 28th.July.2017.
12. Consultant may associate with other firms to enhance their qualification.

Office of the Chief Engineer, Water Resources Department, Government of Meghalaya
Name: Shri K.D.Phawa, Chief Engineer
Room No. 8, Third Floor
Directorate of Agriculture Complex, Cleve Colony
Shillong - 793003, Meghalaya, India
Tel:+91-0364-221363
Mobile: +919436106378
E-mail: meghalayawrd@gmail.com


Chief Engineer (WR)
& Nodal Officer, SPMU, NHP
Meghalaya, Shillong

TERMS OF REFERENCE

1. **Background:** National Hydrology Project aims at improving the extent, quality and accessibility of water resources information and to strengthen the capacity of targeted water resources management institutions in India. This will go a long way in achieving proper planning, development and management of water resources as well as flood forecasting and reservoir operation in real time.

2. **Objective of the Consultancy:** The primary objective of this consultancy is to get the best design for construction of a state of the art building for the State Water Resources Data Centre which will be the centre for receiving real time data from the hydromet stations across the state and where the system will be housed.

3. **Scope of Services:** The consultancy service is intended to provide architectural plans, elevation, sections, working drawings, structural design and drawings, electrification, IT cabling, fire fighting and fire exit, air-conditioning, video conferencing, water supply and sanitation for the building where the total allocated budget for construction is INR 2.20 crores. The design should be as per BIS standards and taking into consideration the provisions under National Building code 2005 and current Meghalaya Building bye-laws. Meghalaya is in seismic zone (V) (as per IS code 1893:2002). The electrical as well as sanitary provisions should also be as per BIS standards and should also take into account the aesthetic of the building. The proposed centre will be designed such as to meet all objectives as described above. The firm would have to make necessary corrections/modifications in the design and drawings as per instructions of the department before the same is finally accepted.

4. Tasks (Components) and Expected Deliverables

Proposed built up Area : 2,000 Sq.ft.(Approximately)

Stage	Preliminary Design (2 Weeks)	Deliverables
I	(i). Understand employer's need and prepare basic concept design confirming to applicable building codes and bylaws. (ii). Prepare a preliminary cost estimates and broad specifications of proposed works.	Site layout plan Soil test report

<p>Stage II</p>	<p>Consultation Stage :- (2 Weeks)</p> <ul style="list-style-type: none"> (i). Prepare set of documents that may be required for statutory/regulatory approval and assist the Employer in obtaining the approvals. (ii). Make required changes in the designs, if advised by approving authority, in consultation with the employer, and prepare revised submission documents 	<p>Layout plan of the building</p>
<p>Stage III</p>	<p>Design Stage :- (4 Weeks)</p> <ul style="list-style-type: none"> (i). Prepare final DPR that includes detailed architectural drawings for the interiors including for all services internal and external such as water supply, plumbing, sewage disposal, electrical systems, local network and communication systems, fire fighting, air conditioning, conferencing facility etc. (ii). Prepare detailed cost estimates with bill of quantities and specification using the applicable Schedule of Rates and approved market rates as the case may be. (iii). Advise on procurement packages and prepare separate bill of quantities with necessary details for all proposed supply/construction contracts. (iv). Prepare a small model of interiors for the purpose of discussion and decisions. 	<p>Submission of Draft DPR which will be reviewed.</p>

Stage IV	Construction Stage (During Construction period- Intermittent)	
	<ul style="list-style-type: none"> (i). Prepare good construction/working drawing and assist the designated engineer in releasing the same to the contractors/suppliers. (ii). Perform periodic review of the construction and assist the employer in developing a CPM for monitoring the construction. (iii). Advise the employer on the quality of construction, adequacy of manpower, construction scheduling etc. and assist the designated engineer in issuing necessary change orders, etc. 	

The scope of services could be modified based on mutual agreement between the client and the consultants with a view to better achieve the overall objectives.

5. Location of the proposed State Water Resources Data Centre:

Location of the proposed State Water Resources Data Centre, Meghalaya, Shillong is on the vacant land south-west of the Office Building of the Chief Engineer, Water Resources Department, Fruit Garden, Laitumkhrah, Shillong. The size of the land is approximately 3000 sqft.

The building is proposed to have G+3 floors having each floor area of 200sq.m approximately.

6. The tentative list of requirements in the proposed State Water Resources Data Centre is as follows:-

Ground Floor

1. Data Centre Manager's Chamber with attached washroom
2. Room for Finance staff
3. Room for Procurement Staff
4. Conference Hall with Video Conferencing facility
5. Separate wash rooms for ladies and gents
6. Switch room
7. Reception Lobby.

First Floor

1. Hydrologists' chamber with attached washroom
2. General Office Hall
3. Water Quality Lab
4. Store Room
5. Pantry
6. Separate wash rooms for ladies and gents

Second Floor

1. Data server room with separate UPS room
2. Working room with display
3. Resource Centre (Library/Reprographics)
4. Separate wash rooms for ladies and gents

Third Floor

1. Guest rooms with attached bathrooms (4 nos.)
2. Lobby
3. Dining Hall
4. Kitchen

Others

1. Staircase
2. Elevator
3. Emergency fire exit facility
4. Corridors in all floors
5. Water supply and sanitation
6. Electrification
7. IT cabling
8. Fire fighting
9. Air-conditioning
10. Connecting passage with CE's Office with security facility for access
11. Security facility for access at main entrance

7. **Duration of consultancy:** From the date of issue of work order.

Phase 1 - 3(three) months providing fully acceptable Detail Project Report.

Phase 2 - Construction period as stipulated in the contract with the contractor.

8. Key Professionals:

Key Professionals	Experience
Team leader & Architect	Bachelor's degree in Architecture and registered with Architect council of India with at least 10 years of experience of which 8 will be in design and implementation on G+3 Buildings
Structural Engineer	Master in Structural Engineering with 5 years experience /Graduate in civil engineering, with at least 7 year experience in designing G+3 RCC buildings,
Soil survey specialist	Bachelor's degree in civil engineering/ MSc in geology or allied field with at least 5 years of experience in soil survey and foundation design

9. Support staff: Surveyors, Interior Designer, Draughtsman, Junior Engineer, Electrical Engineer: The consultant is advised to built the price to the proposal according based on the required services.

10. Client's input and Counterpart Personnel Services, facilities and property to be made available to the Consultant by the Client: The client will depute a site officer to accompany the consultant to the proposed site for inspection prior to preparation of the design.

Annexure

The following forms enclosed herewith are to be filled up and to be submitted along with the EOI:-

Form No.	Details
Form F-1	Letter for submission of EOI
Form F-2	Reference to Para 6 (i) & (ii) of Request for EOI
Form F-4	Reference to Para 8 & 9 of Terms of Reference
Form F-5	Reference to Para 8 of Terms of Reference
Appendix-A	Reference to Para 6 (iii) of Request for EOI

FORM F-1

From

To

Sir:

Hiring of Consultancy services for --- -- Regarding

I/We ----- consultant/consultancy firm/organization
herewith enclose Expression of Interest for selection of my/our firm as consultant for
-----.

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

We hereby certify that we have taken steps to ensure that no person acting for
us or on our behalf will engage in bribery.

Yours faithfully,

Signature: -----

Full name -----

and address:-----

(Authorized Representative)

FORM F-2

ASSIGNMENTS OF SIMILAR NATURE SUCCESSFULLY COMPLETED DURING
LAST 5 YEARS

1. Brief Description of the Firm/Organization:
2. Year of establishment:
3. Outline of recent experience on assignments of similar nature:

<u>Sl.No.</u>	<u>Name of assignment</u>	<u>Name of project</u>	<u>Owner or sponsoring authority</u>	<u>Cost of assignment</u>	<u>Date of commencement</u>	<u>Date of completion</u>	<u>Was assignment satisfactorily completed</u>
1	2	3	4	5	6	7	8

Note: Please attach certificates from the employer by way of documentary proof. (Issued by the Officer of rank not below the rank of Superintending Engineer or equivalent.)

FORM F-4

Composition of the Team Personnel and the task which would be assigned to each Team Member

1. Technical/Managerial Staff

Sl.No.	Name	Position	Task assignment
--------	------	----------	-----------------

2. Support Staff

Sl.No.	Name	Position	Task assignment
--------	------	----------	-----------------

FORM F-5
FORMAT OF CURRICULUM VITAE (CV) FOR
PROPOSED KEY PROFESSIONAL STAFF

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Profession: _____

Date of Birth: _____

Years with Firm/Entity: _____ Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.]

Education:

[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

_____ **Date:** _____
[Signature of staff member and authorized representative of the Firm]
Day/Month/Year

Full name of staff member: _____

Full name of authorized representative: _____

APPENDIX - A

Financial Statement of the five financial years

Sl. No.	Year	Annual Turnover
1.	2012-13	
2.	2013-14	
3.	2014-15	
4.	2015-16	
5.	2016-17	

Notes:

- i. Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the Government of India.
- ii. The amount shall be stated in Indian Rupees (INR).