



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**

**Saket Nagar, Bhopal-462024 (Madhya Pradesh) India**

**Website : [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)**

**INVITATION FOR EXPRESSION OF INTEREST CUM PRE-QUALIFICATION BID**

**E.O.I. Notice No.: Stores/2019-20/EOI/139, dated : 06/07/2019**

Director, AIIMS, Bhopal invites pre qualification Bid for design and execution of refurbishment of Class-room (Lecture Theater) on Turnkey Basis from qualified, experienced, competent and financially sound vendors. The applicant bidders need to submit a concept proposal with technical details which will be finalized after presentation of concept proposals. Applicant bidders will be short-listed based on their turn-over, prior experience and quality of their concept-proposal. The Pre-qualified bidders will then submit a price-bid, and work will be awarded based on a composite( Technical & Financial bid) evaluation. This work will be known as:

**“EXPRESSION OF INTEREST AND PRE-QUALIFICATION BID FOR CLASS-ROOM REFURBISHMENT FOR THE ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) AT BHOPAL, MADHYA PRADESH, INDIA.”**

Interested Vendors are allowed to download the EoI document free of cost directly from AIIMS website [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)

**Sr.Procurement Cum Stores officer  
For and on Behalf of Director AIIMS Bhopal**

All India Institute of Medical Sciences Bhopal, Madhya

Pradesh, India

**EXPRESSION OF INTEREST AND PRE-QUALIFICATION BID FOR REQUEST FOR  
230 SEATER CLASS-ROOM AT ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) AT BHOPAL,  
MADHYA PRADESH, INDIA.**

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**SECTION I**  
**BRIEF PARTICULARS OF THE WORK**

**1. Scope of the work for which Expression of Interest is invited are as under**

All India Institute of Medical Sciences (AIIMS), Bhopal is an Institute of National Importance under Ministry of Health and Family Welfare, Government of India.

Director, AIIMS, Bhopal invites Expression of Interest for design and execution of refurbishment of Class-room (Lecture theater) on Turnkey Basis from qualified, experienced, competent and financially sound bidders.

<b>Item</b>	<b>Brief Particulars</b>
<b>Name of assignment</b>	Expression of Interest for design and execution of refurbishment of Class-room (Lecture theater) on Turnkey Basis. The refurbishment will include civil work, wall painting, Acoustic ceiling, Acoustic Wall paneling, flooring, wooden stage platform, lighting and electrical fittings, air-conditioning, AV-system (including LCD projection and multiple LCD display systems), Smart-podium, and seating arrangements. These arrangements should be synchronous with existing installations in the class-room.
<b>Coordinating and implementing Institute</b>	All India Institute of Medical Sciences (AIIMS), Bhopal.
<b>Estimated value of work</b>	Rs.60 Lakhs
<b>Location</b>	The site is situated at Bhopal, Madhya Pradesh, India. Medical College building is located on the AIIMS Campus. Class-room to be developed is located on second floor. The built up area of auditorium is about, of 349.6 Sq. M. Intended seating capacity is 230.
<b>Scope of expression of interest and pre-qualification bid</b>	<ul style="list-style-type: none"> <li>a) Identification of suitable, interested, experienced, competent and financially sound bidders for the intended work.</li> <li>b) To finalize technical requirements for the intended work, and formulate its execution plan.</li> <li>c) In the subsequent stage, pre-qualified bidders will submit their financial bids for evaluation.</li> </ul>

## **2. Detailed description of scope of work:**

1. The present scope of work includes the following major heads:
  - a) Required Civil work
  - b) Wall painting
  - c) Acoustic ceiling
  - d) Acoustic Wall paneling
  - e) Flooring
  - f) wooden stage platform and its lighting
  - g) Lighting and electrical fittings, and interrelated internal Electrical works
  - h) Air-conditioning (to supplement the existing systems)
  - i) Complete AV-system (including LCD projection and multiple LCD display systems)
  - j) LAN & networking & Wi-Fi
  - k) Smart-podium control room and console
  - l) Removal of existing seating, and seating arrangements
  - m) Any other allied or interrelated work
2. The bidders participating in expression of interest shall provide a comprehensive plan for class-room interiors for the 230 seater class-room including all items as mentioned above with complete justification in a built-up area of 349.07 sqm. The plan must include preparation of specifications, and details of work to carry out the site execution.
3. The bidders must provide a walk through presentation that should include:
  - a. Comprehensive detailing for the class-room interiors
  - b. Lay-out plan showing seating arrangement, lighting, Location of speakers & sub-woofers, Control room console, LAN rack, Material considered, etc.,.
  - c. Walkaround, Sketch-up/3D Studio for the entire concept (Minimum 3 minutes).
  - d. Conceptual interior planning, sections & elevations of complete interiors & services etc.,
  - e. Hard copy of write-up, drawings-A1 size limited to 6 sheets and any additional portfolio of drawings-A3 size.

## **3. Prerequisite for Vendors:**

The bidders should have the 3 years experience in design and planning of large-scale class-rooms/ auditoriums/ educational-sites and execution of all the components of their plan in state-of-the-art National / International campuses, Infrastructure facilities and allied works. The bidders shall have preferably in-house experts in various fields like Architectural, Environmental Technology, Civil Engineering, Structural Engineering, Mechanical Engineering, Electrical Engineering, Public Health Engineering, HVAC, Interiors, Landscaping, Fire fighting, LAN & Network, IBMS, Audio-video system, Acoustic & sound system, Access control and CCTV system, Security & Communication, Public address system, Renewable energy, GRIHA - green building design & auditing etc. However in case of any association with channel partners/experts, their credentials shall be submitted for evaluation.

## SECTION - II

### INFORMATION & INSTRUCTIONS FOR APPLICANTS

#### 1. General:

- a) Letter of transmittal and forms for Expression of Interest are given in Section-III.
  - b) All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particulars /queries are not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified.
  - c) The application should be typewritten. The applicant should sign each page of the application.
  - d) Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the pre-qualification document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.
  - e) References, information and past-performance certificates from the respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of Executive Engineer, CPWD or equivalent.
  - f) The applicant may furnish any additional information, which he feels is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless the Employer calls for it.
  - g) Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in AIIMS Bhopal.
  - h) The pre-qualification document in prescribed form duly completed and signed should be submitted in a sealed cover in the office of Sr. procurement Cum stores Officer The sealed cover superscripted **"Expression of Interest for Class-room refurbishment" at AIIMS, Bhopal, Madhya Pradesh, India.**
  - i) **Expression of interest documents shall be received by up to 1500 Hrs on 22/07/2019.** \*Documents submitted in connection with EOI and pre-qualification shall be treated confidential and shall not be returned.
  - j) Prospective applicants are encouraged to make a site-visit for evaluation. Site-visit can be performed till 1500 Hrs on 09/06/2019, during working hours of the institute.
  - k) Prospective applicants may request clarification of the project requirements and Expression of Interest document. No request for clarification will be considered after 22/07/2019
2. The complete EOI and pre-qualification document has been published on the institute website: [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) for the purpose of downloading.
  3. Bidders who wish to participate in this bidding process must download the EOI document from the AIIMS Bhopal website
  4. Any legal dispute arising out of this EOI shall be settled in the Court of Law located at Bhopal, Madhya Pradesh, India.

## 5. Definitions:

- a) In this document the following words and expressions have the meaning hereby assigned to them.
- b) **“Employer”** means the DIRECTOR, AIIMS Bhopal
- c) **“Applicant”** means the bidders, individual, proprietary firm, firm in partnership, limited company private or public or corporation.
- d) **“Year”** means Financial Year unless states do otherwise.
- e) **“Contract-Documents”** means the documents listed in the Agreement, including any amendments thereto.
- f) **“Currency”** means Indian Rupees.

## 6. Method of Application:

- a) If the applicant is an individual, the application shall be signed by him above his full typewritten name and current address.
- b) If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- c) If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case **acertifiedcopyofthepowerofattorney** should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
- d) If the applicant is a limited company or corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

## 7. Final Decision Making Authority.

The employer reserves the right to accept or reject any application bid and to annul the pre-qualification process and reject all applications bid at any time, without assigning any reason or incurring any liability to the applicants.

## 8. Particulars Provisional

- a) The particulars of the work given in “Section I” are provisional. They are liable to change and must be considered only as **advance information** to assist the applicant **to apply for proposed work**.

## 9. Site Visit & Other studies and field investigations, if any:

- a) The applicant is advised to visit the site of work, at his own cost, and examine it and its surroundings by himself, collect all information that he considers necessary for proper assessment of the prospective assignment.
- b) **Costs associated with Visits and Field Investigations, if any:** Costs of visiting the sites, and undertaking any further studies and investigations shall be at the Firm’s own expense. The Firm and any of his personnel or agents can visit sites.

## 10. ORGANISATION

- a) This invitation to EoI is open to all reputed and established firms (which include companies, partnerships, proprietary concerns etc.) who are interested in bidding for the Project.
- b) The applicant firm should have a valid working license (not expired) and a valid registration or certificate showing that the company is legally established under the law of Government of India/Respective State/ Country.
- c) The applicant firm should have sufficient 3 years in the field. Details shall be furnished with regard to constitution of the Organization & Year of incorporation etc., name and details of various services in house or associates, if any, to whom the job is proposed to be assigned, name of key personnel to be associated with their qualifications and experience. The applicant should submit a list of these employees stating clearly how these would be involved in this work.

11. The firm shall provide a definitive answer to the following questions:

- a) Has applicant vendor/firm during the last five years:
  - i. Default on any contract?
  - ii. Been declared bankrupt?
  - iii. Assigned a contract for the benefit of creditors?
  - iv. Been a party to litigation involving the non-payment on account of wages, materials, equipment or supplies?
- b) If the answer to any of the above questions is 'YES', an explanation of the circumstances and disposition shall be given. Any incorrect or false information will lead to disqualification or cancellation of contract forth with.
- c) The litigation history, if any and its joint venture partners shall include all litigation against any parent companies, subsidiaries, affiliates or other joint ventures your firm may be part of.
- d) You are required to indicate whether within the preceding five years, they (including any joint venture) have ever been debarred, suspended, or otherwise prohibited from contracting with any Central/State, or other governmental agency or entity. You shall also inform whether within the last ten years, they (including any joint venture partner) have been charged with or convicted of any serious crime offelony.

12. Information or the replies to the question should be complete in all respects. In case the information or the reply is Nil or "Not applicable" etc., the same should be invariably mentioned as such.

**13. The applicant must have the financial capabilities necessary to perform the contract as under :**

- a) The applicant should have satisfactorily completed similar consultancy assignment during the last 3 years as on 31/03/2019, as below:
  - i. **At least One project costing not less than Rs.60 Lakhs and with a built up area of 350sq.m. Or more (approx.), or**
  - ii. **Two projects each costing not less than Rs.30 Lakhs and with a built up area of175sq.m. or more(approx.)or**
  - iii. **Three projects each costing not less than Rs. 20 Lakhs and with a built up area of 110sq.m. or more (approx).**

**Note :**

- Cost indicated above is the cost of the project and not the consultancy fees.
- Similar assignment means comprehensive work including for preparing and executing conceptual Master Plan, Planning & designing of Institutional

campus/buildings/facilities including all internal & external services, ( Electrical & HVAC works) Acoustics & sound system, external development, Interiors, Networking, LAN, Security & Fire Fighting system, HVAC & allied works.

- b) **The applicant should have had average annual financial turn over (gross) of Rs.2.00 crores or more during the last three years ending 31<sup>st</sup>March 2019.** A Chartered Accountant should duly certified this. Year in which no turnover is shown would also be considered for working out the average.
- c) The applicant should not have incurred any loss in more than two years during the last five years ending **31 March 2016** duly certified by the Chartered Accountant.
- d) The applicant should not be under liquidation, court receivership or similar proceedings.

#### **14. EVALUATION CRITERIA FOR SHORTLISTING OF CONSULTANTS. Attributes (A, B, &C)**

- a) For the purpose of short listing, applicants will be evaluated in the following steps:
  - I. First, the initial criteria prescribed above in respect of experience of similar nature of works and financial turn over will first be scrutinized and the applicant's eligibility for the EOI will be determined.
  - II. Second, the applicants qualifying the initial criteria as mentioned above will be evaluated by scoring method on the basis of details furnished by them.
  - III. For short listing, the applicant must secure at least fifty percent in each of criteria (A: Organization and Experience) (B: Financial Capability), and (C: Concept of current plan) and minimum sixty percent marks in aggregate.
- b) The short-listed applicants will be issued tender document to submit their Technical and Financial bids.
- c) The final selection of applicant shall be based on evaluation of Technical and Financial bids.

#### **15. FIRM'S RESPONSIBILITY BEFORE PROPOSAL SUBMISSION**

Bidders are urged to carefully check their EOI before submission in order to conform to each and every of the below points and the instructions as detailed in the Expression of Interest. The most common examples of EOI rejection by Evaluation Committee are as mentioned below:

- i. Late submission: The EOI is handed over after the final time & date for submission, either by hand or by courier.
- ii. EOI not submitted to the correct physical address.
- iii. The EOI was not properly signed as per instruction in the call for Expression of Interest.
- iv. Insufficient documents have been provided.
- v. Document provided are not in English. Documents such as the registration of the company/firm or concerning financial information about the firm/company shall be submitted in respective country language but a translation in English must be provided along with the respective country document.
- vi. Documents provided do not directly address each and every point of the evaluation criteria.



- vii. Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in rejection of his application. Canvassing of any kind is strictly prohibited.

Note:

- *The Expression of Interest contains detailed instructions for preparation and submission that need to be followed carefully. EOIs can be rejected at the submission stage or found to be technically non-compliant due to errors in presentation and failure to strictly follow the Expression of Interest instructions.*
- The Bidder shall be responsible for all the costs associated with the preparation of the proposal and participation in the selection process. AIIMS will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the selection process.
- The Bidder shall ensure that the bid is complete in all respects and conforms to all requirements indicated in the EOI document. Incomplete bids are liable for rejection.

#### 16. PROPOSAL EVALUATION:

- QCBS:- Quality cum Cost Based Selection – The selection of L1 bidder will be done by quality cum cost base system(QCBS).
- A total of 60% weightage for Quality, and 40% for Price.
- Quality score will be the score obtained from EoI or the pre-qualification (Called St) score.
- Price score will be from the Price Bid. The lowest Financial Bid (Fm) will be given a financial score (Sf) of 100 points.
- The financial scores (Sf) of other proposals will be computed as  $Sf = 100 \times Fm/F$ .
- Combined Score:  $S = S_t \times 60\% + S_f \times 40\%$ .
- Highest scorer will be awarded the contract

#### Scoring sheet for evaluation of applicant vendors

<b>Necessary Criteria</b>	<ul style="list-style-type: none"> <li>• The applicant should have had average annual financial turn over (gross) of Rs 2.00 crores or more during the last three years ending 31<sup>st</sup> March 2019, certified by a Chartered Accountant</li> <li>• At least One project costing not less than Rs.60 Lakhs and with a built up area of 350 sq.m. or more (approx.), or Two projects each costing not less than Rs.30 Lakhs and with a built up area of 175 sq.m. or more (approx.) or Three projects each costing not less than Rs. 20 Lakhs and with a built up area of 110 sq.m. or more (approx.) in last three years.</li> </ul>			
Both criteria should be met to proceed further				
<b>Scoring criteria</b>				
<b>Section A: Organization and Experience (Max score 30)</b>	1	Qualification of Key Technical Persons B Arch / M Arch (6 points) / Other Professionals (4 points) / No professional (0 points)	Max Score 10	Score obtained
	2	Number of employees with technical expertise in	10	

		previous financial year (2018-19), as certified by a Chartered Accountant. One point for every employee, Maximum 10.		
	3	Number of years of experience (since date of incorporation). One point for every year of experience, Maximum 10.	10	
		<b>Total Section A Score:</b>		
<b>Section B: Financial Capability (Max Score 30)</b>	4	Largest value project of class-room or auditorium or a learning environment in previous three years: >5 Crores (10 points), 2-5 Crores (7 points); 1-2 Crores (5 points); <1 Crores (2 points)	Max Score 10	
	5	Highest Financial turnover in last three years: >10 Crores (10points); 8-10 Crores (5 points); 5-8 Crores (3 points)	10	
	6	Highest number of seating capacity project in a single-class-room / hall / auditorium / class-room executed >1000 (10 points); 500-1000 (7 points); 200-500 (5 points); <200 (2 points)	10	
		<b>Total Section B Score:</b>		
<b>Section C: Presentation of plan (Max score 40)</b> Score for each item: Excellent (5)/Very Good (4) / Good (3) / Average (2)/Poor (1)/ None (0)	7	Planning & design of Services	5	
	8	Planning & designing of Interiors	5	
	9	Planning & design of Acoustics & sound system	5	
	10	Technical Proficiency	5	
	11	Drawing Detailing	5	
	12	Resourcefulness	5	
	13	General behaviour	5	
	14	Asthetics	5	
		<b>Total Section C Score:</b>		
		<b>Overall Score</b>		

For shortlist, the applicant must secure at least fifty percent in each of criteria (A, B, C) & **sixty** percent marks in **aggregate**. Director AIIMS, Bhopal however, reserves the right to restrict the short listing of firms to any number deemed suitable by it. Scoring will be done by committee members designated so for pre-technical evaluation.

***No further advertisement shall be issued regarding the subject work. Tenders will be issued to those agencies who fulfil all eligibility criteria mentioned in the pre qualification process.***

Even though an applicant may satisfy the above requirements, he would be liable to disqualification if he has:

- (a) Made misleading or false representation or deliberately suppressed the information in the forms,

statements and enclosures required in the pre-qualification document.

(b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures /weaknesses etc.

Short listing of the applicant vendors shall be subject to thorough verification of their credentials and inspection of similar works carried out /in progress by them, through a Committee of experts to be constituted by the employer (Director AIIMS Bhopal).

## **17. FINANCIAL INFORMATION**

Applicant should furnish Annual financial statement should be submitted for the last five years in Form "A". Currency: Means in Indian Rupees.

## **18. TWO STAGE BIDDING PROCESS:-**

The Consultant/ Applicant shall not quote any financial terms while submitting for EOI. They will also note express financial terms while presenting their concept design. The technical and financial bids in a sealed envelope will be called separately from the shortlisted Consultant/Consultancy Firms.

## **19. EXPERIENCE IN WORKS HIGHLIGHTING EXPERIENCE IN SIMILAR WORKS**

Applicant should furnish the following:

- a) Year of establishment and total number of years of experience in conducting work of similar nature, with documentation.
- b) List of all works of similar class successfully completed during the last five years (in Form "B")
- c) List of all the projects under execution or awarded (in Form "C").
- d) Particulars of completed works and performance of the applicant duly authenticated/certified by an officer not below the rank of Executive engineer or equivalent should be furnished separately for each work completed or in progress (in Form " D").

## **20. ORGANISATION INFORMATION**

**The applicant is required to submit the following information in respect of his organisation (in Forms "E"&"F")**

(a) Name & Postal Address, including Telephone, fax )etc

(b) Copies of original documents defining the legal status, date and place of Registration and principal places of business.

(c) Names & Title of Directors and Officers to be concerned with the work, with designation of individuals authorized to act for the organisation.

(d) Information on any litigation in which the applicant was involved during the last five years,

including any current litigation.

(e) Authorization for employer to seek detailed references.

(f) Number of Technical & Administrative Employees in parent company, subsidiary company and how these would be involved in this work.

(g) Experience and Capability of the applicants in the light of size and the nature of the Project. Proof of execution of similar project(s).

(h) Availability of experienced personnel and their areas of specialization along with their bio-data.

(i) Detailed information of current and future commitments of contractual or other nature together with their financial status.

(j) If the Applicants wish to submit further information to demonstrate their ability and/or to support their previous working record, they should attach such supplementary information to their applications.

(k) All information in the application shall be in English. Supporting documents and printed literature furnished by bidders with the Proposal may be in any other language provided that they are accompanied with appropriate translations in the English language. Any document, which is not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail.

(l) Details of Proposed Associate Services including Name & address, years of Experience, years of association with the Prime applicant vendor, etc (if any) **(in Form "G")**.

**(m)** Number of Technical & Administrative Employees in parent company, subsidiary company and how these would be involved in this work **(in Form "H")**.

**(n)** Details of Consultancy/Office Equipment to be used for the work. **(in Form "J")**

## **21. LETTER OF TRANSMITTAL**

The applicant should submit the letter of transmittal attached with Expression of Interest document.

## **22. AMENDMENT TO THE EXPRESSION OF INTEREST**

At any time before the deadline for submission of application, AIIMS may for any reason, whether at its own initiative or in response to a clarification requested a prospective applicant, modify the Expression of Interest by amendment(s). All prospective applicants, who have received the Expression of Interest, shall be notified of the amendment(s) in writing by e.mail and/or post, and all such amendment(s) shall be binding on them, and this Expression of Interest along with amendment(s) shall constitute the complete Expression of Interest. The amended Expression of Interest will be displayed on the website: [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) of AIIMS Bhopal. Director AIIMS Bhopal reserves the right, without being liable for any damages or obligation or the employer may inform the applicant, to Amend the scope and value of work to the applicant, and reject any or all of the applications without assigning any reason.

## SECTION-III PREQUALIFICATION INFORMATION

### LETTER OF TRANSMITTAL

From:

To

**The Director, AIIMS  
Bhopal, Madhya Pradesh,  
India**

**Subject:Submissionofpre-qualificationapplicationfortheworkofforEXPRESSION OF INTEREST AND PRE-QUALIFICATION BID FOR CLASS-ROOM REFURBISHMENT FOR THE ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) AT BHOPAL, MADHYA PRADESH, INDIA**

Sir,

Having examined the details given in pre-qualification press Notice and pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms "A" to "F" and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorize the Director, AIIMS, or his authorised representative to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize Director, AIIMS, or his authorized representative to approach individual, employers, firms and corporation to verify our competence and general reputation.

4. I/We submit the following certificates in support of our suitability, technical knowhow and capability for having successfully completed the following works:

Sr.No.	Name of work	Certified by/from

Enclosures.

Seal of applicant

Date of submission:--

Signature(s) of Applicant(s)

**FORM "A" FINANCIAL INFORMATION**

**I Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department

Particulars	Financial Year				
	2014-15	2015-16	2016-17	2017-18	2018-19
i) Gross Annual turnover on construction work(InLakhs)					
ii) Profit/Loss					
iii) Certified by					

**II Financial arrangements for carrying out the proposed work.**

**III Copy of the PAN card**

**IV. Copy of GST No:**

**V. The following certificates are enclosed:**

(a) Solvency Certificate from bankers of Applicant.

Signature of Chartered Accountant with seal      Signature of Applicant(s)

**FORM'B'**

**DETAILS OF ALL WORKS OF SIMILAR NATURE OF ASSIGNMENT COMPLETED DURING THE LAST FIVE YEARS ENDING LAST DAY OF THE MONTH MARCH 2019**

<b>SIMILAR NATURE OF ASSIGNMENT COMPLETED</b>				
<b>Sr.No</b>	<b>Description</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>1</b>	<b>Name of work /project and location.</b>			
<b>2</b>	<b>Name &amp; Address of Employer/ organisation</b>			
<b>3</b>	<b>Cost of work in Rs. Lakhs (and built up area)</b>			
<b>4</b>	<b>Date of commencement as per contract</b>			
<b>5</b>	<b>Stipulated date of completion</b>			
<b>6</b>	<b>Actual date of completion</b>			
<b>7</b>	<b>Litigation /arbitration pending /in progress with details*</b>			



8	Name and address/ telephone number of officer to whom reference may be made.			
9	Remarks / Scope of consultancy contract.			

\*Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Applicant(s) with date & seal

2. FORM 'C'

**PROJECTS UNDER EXECUTION OR AWARDED**

Sr.No	Description	1	2	3
1	Name of work /project and location			
2	Name & Address of Employer/ organisation			
3	Cost of work in Rs. Lakhs			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Up to date percentage progress of work			
7	Name and address/ telephone number of officer to whom reference may be made.			
8	Remarks / Scope of consultancy contract.			

Signature of Applicant(s) with date & seal

### 3. FORM'D'

#### PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "B" & "C"

SI No	DETAIL	INFORMATION
1	Name of work/Project & Location.	
2	Agreement No	
3	Estimated Cost	
4	Tendered Cost	
5	Date of start	
6	Date of Completion (i)Stipulated date of completion  (ii)Actual date of completion	
7	Amount of compensation levied for delayed completion, if any.	
8	Overall performance of the vendor	Excellent/Very Good / Good / Average

Dated:

Executive engineer or equivalent

**#Note:-**Certificate for each work completed/under execution shall be obtained as per "FORM D"

**FORM "E" ORGANISATIONAL STRUCTURE**

<b>1</b>	Name & Address of the applicant:		
<b>2</b>	Telephone No./Fax No/Email/ Website		
<b>3</b>	Legal status of the applicant (attach copies of original document defining the legal status)  i. An individual  ii. A proprietary firm  iii. A firm in partnership  iv. A limited company or Corporation		
<b>4</b>	Particulars of registration with various Government bodies (attach attested photocopy)  < ≤ 3 -----2  ≥ > 3 -----3	Organisation /Place of registration	Registration No.
<b>5</b>	Names and Titles of Director & Officers with designation to be concerned with this work:		
<b>6</b>	Designation of individuals authorised to act for the organisation.		
<b>7</b>	Was the applicant ever required to suspend assignment for a period of more than six months continuously after you commenced the assignment? If so, give the name of the project and reasons of suspension of work.		
<b>8</b>	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.		
<b>9</b>	Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organisation at any time? If so,		

	give details.		
<b>10</b>	Has the applicant or any consultant partner in case of partnership firm, ever been convicted by a court of law? If so, give details		
<b>11</b>	In which fields of Consultancy assignment the applicant has specialization and interest?		
<b>12</b>	Any other information considered necessary but not included above.		

Signature of Applicant(s) with date & seal

**FORM 'F'****DETAILS OF AVAILABLE IN HOUSE SERVICE**

Sr.No.	IN HOUSE SERVICE	AVAILABILITY OF SERVICE (STRIKE OUT WHICHEVER IS NOT AVAILABLE)
1	ARCHITECTURAL-CIVIL	YES /NO
2	STRUCTURAL ENGG	YES /NO
3	PUBLIC HEALTH ENGINEERING	YES /NO
4	ELECTRICAL	YES /NO
5	MECHANICAL	YES /NO
6	HVAC	YES /NO
7	ACOUSTIC & SOUND SYSTEM	YES /NO
8	FIRE FIGHTING/ENGG	YES /NO
9	LANDSCAPING	YES /NO
10	INTERIORS	YES /NO
11	LAN & NETWORKING	YES /NO
12	IBMS	YES /NO

**FORM 'G'**

**DETAILS OF PROPOSED ASSOCIATE SERVICE IF ANY**

<b>Sr. No</b>	<b>PROPOSED ASSOCIATE FOR</b>	<b>NAME &amp; ADDRESS OF ASSOCIATE PROPOSED</b>	<b>YEARS OF EXPERIENCE</b>	<b>YEARS OF ASSOCIATION WITH THE PRIME CONSULTANT</b>
1	ARCHITECTURAL - CIVIL			
2	STRUCTURAL ENGG			
3	INTERIORS			
4	ELECTRICAL			
5	MECHANICAL - HVAC			
6	ACOUSTIC & SOUND SYSTEM			
7	FIRE FIGHTING/ ENGG			
9	LAN & NETWORKING/IBMS			
10	Statutory clearance.			

## FORM'-H'

### DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE DEPLOYED FOR THE WORK

Sr.No	Designation	Total Number	Number available for this work	Name	Qualifications.	Professional experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9



**FORM 'J'**

**DETAILS OF CONSULTANCY/OFFICE EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THE WORK**

Sr No	Name of Equipment	Nos.	Capacity or Type	Age	Condition	Ownership status			Current Location	Remarks
						Presently owned	Leased	To be purchased		
1	2	3	4	5	6	7	8	9	10	11
A	<p><b>CONSULTANCY</b></p> <p><b><u>1. Hardware</u></b></p> <p>i) Compute</p> <p>ii) Plotter</p> <p>s etc</p> <p><b><u>2. SOFTWARE</u></b></p> <p>(Please mention the software proposed to be used in this work)</p>									
2	<p><b>Any other Office Equipment.</b></p> <p>(Please mention the equipment proposed to be used in this work)</p>									

**FORM 'K'**

**PROFESSIONAL EXPERIENCE OF KEY PERSONNEL**

<b>SI NO</b>	<b>Detail</b>	
1	Name	
2	Date and place of birth:	
3	Address (phone/fax/e-mail):	
4	Education:  <i>(i) Institutions:</i>  <i>(ii) From(month/year</i>  <i>(iii) To(month/year)</i>	
5	<i>Degree:</i>	
6	Membership of professional bodies:	
7	Present position:	
8	Years of professional experience	
9	Key qualifications:	
10	Specific experience in non-industrialized countries :  <i>(i) Country.</i>  <i>(ii) Date: From -To</i>  <i>(iii) Briefdescription</i>	

**CHECK LIST**

<b>S. No</b>	<b>Basic Requirement</b>	<b>Specific Requirements</b>	<b>Documents Required</b>	<b>Document enclosed</b>
1	Legal Entity	The firm should be a company registered under Indian Companies Act, 1956 or a partnership firm registered under Indian Partnership Act, 1932 or a Proprietorship firm registered under the foreignact	1. Copy of Certificate(s)of incorporation-.  2. Copy of Registration Certificate(s)	YES / NO
2	Turnover	Annual Turnover of the firm for the last five financial years (2011-12, 2012-13, 2013-14, 2014-15and 2015-16) as per the last published audited balance sheets), should be at least Rs. 5 Crores.	CA Certificate with CA's Registration Number/Seal	YES / NO
3	Technical Capability	The bidder must have successfully completed similar nature consultancy assignment and any state/central government organization/PSU's / Private firms only in India with total cumulative project value not less than the amount Rs.2.00 Crore during the last fivefinancial Years (2014-15, 2015-16, 2016-17, 2017-18, 2018-19)	As per project reference and(Work Completion Certificates from the client; OR Work Order + Self Certificate of Completion (Certified by the Fscope Auditor); OR Work Order + Phase Completion Certificate from the client)	YES / NO
4	Tax registration (**)	The bidder should have a registered GST number	Copiesof relevant certificates of registration.	YES / NO

6	Blacklisting	A firm is not eligible to participate in this project while under sanction by AIIMS Bhopal. Similarly, at the time of submission of EoI document, the firms black- listed/ debarred in participating in any procurement activities by any State or Central Government or UT in India.	A Self Certified letter	YES / NO
7	Manpower Strength	The bidder shall have sufficient qualified in house staff for efficiently handling the consultancy assignment.	A self declaration (on Firm's Letterhead)	YES / NO

#### **Clarification of Expression of Interest**

A prospective bidder requiring any clarification of this Expression of Interest may notify in writing by fax or e.mail to the following personnel.

<< Insert names of Personnel >>

Applications complete in all respects along with relevant documents and information in the prescribed format may be submitted in an envelope superscribing Expression of Interest/Request for quotation document for **EXPRESSION OF INTEREST AND PRE-QUALIFICATION BID FOR CLASS-ROOM REFURBISHMENT FOR THE ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) AT BHOPAL, MADHYA PRADESH, INDIA**, to the address given below on or before **22/07/2019 by 15:00 hours**. Tenders will be opened on the same day at **1600hrs**.

**Sr. Procure Cum Stores Officer  
For and on behalf of Director AIIMs Bhopal**

CERTIFICATE

I \_\_\_\_\_, working as \_\_\_\_\_ organization and authorized to issue this certificate and certify that:

1. We have gone through the contents of advertisement and related documents for this EOI and fulfil all the eligibility criteria as per EOI.
2. All relevant documents are enclosed with our EOI.
3. The details and contents of our EOI are authenticated and based on actual work carried out by our agency, as per record.
4. We have understood that in case it is found that our agency is not fulfilling any of the laid down criteria, or relevant details/supporting documents are not found to be enclosed, we will not be given any opportunity for any clarifications and our EOI will be evaluated based on available documents in EOI.

Signature of Authorized Signatory.

Name: ..... Dated: .....

Designation: .....

[Please Affix Rubber Stamp]