



KOLKATA PORT TRUST **HALDIA DOCK COMPLEX**

Ph. No. 263389,
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No. : SDM/RZ/18-19/EOI/01/321

Date: 25.07.2018

SUB.: - "EXPRESSION OF INTEREST" (EOI) PERTAINING TO EMPANELMENT OF PROFESSIONAL AND EXPERIENCED ARCHITECTS FOR THE UPCOMING ARCHITECTURAL PROJECTS OF HALDIA DOCK COMPLEX, KO.P.T.

This notice is issued only to obtain an Expression of Interest (EOI) from the professional and experience architects interested to be associated with the upcoming architectural projects of Haldia Dock Complex and does not constitute any binding commitment from Kolkata Port Trust (Haldia Dock Complex) to invite any or all the professional and experience architects in the subsequent empanelment. KoPT (HDC) will not be responsible/liable to any agency in any way for cost associated in preparation and submission of EOI.

I) Background :-

Kolkata Port Trust (KoPT) is a riverine port with two dock systems viz. Haldia Dock Complex (HDC) located at Haldia and Kolkata Dock System located at Kolkata. Haldia Dock Complex (HDC) is located on the western bank of river Hooghly.

Haldia Dock Complex intends to engage one or more Architectural Consultant(s) with requisite expertise and experience on contract basis, to obtain architectural aspects of the development of the design, specifications, design ideas, budget etc. in the several upcoming architectural projects of Haldia Dock Complex.

In this context, Haldia Dock Complex intends to empanel professional and experience architects and is willing to invite suitable bids for engagement of architectural consultant from such empanelment for upcoming architectural projects at HDC.

Scope of Work :-

1. Visiting the sites, preparing sketch designs, which shall be in accordance with local governing codes, standards, regulations etc., till the sketch designs are finally approved by H.D.C, preparing reports on the scheme so as to enable to take a decision on the sketch designs.
2. Submitting a proper action plan / bar chart / pert chart, incorporating all the activities required for the completion of the project, well in time, preparation of working drawings, structural drawings, detailed drawings etc.
3. Preparation of detailed architectural working drawings, lay out drawings for water supply/sanitary and drainage, electrical wiring works, lifts etc.,
4. Preparation of detailed interior design and estimates for interior design and all other services as may be necessary for construction of the project
5. Assuming full responsibility for supervision and proper execution of all works till completion of the project.
6. Preparing as built drawings of Architectural, structural, water supplying and drainage works, electrical, lift, fire hydrant, interior detailing and other services along with the brief report of the project.
7. Project Architect shall verify and confirm that identification marks are made on all service installations/cables/wiring etc. for easy identifications to carryout maintenance jobs.

II) Eligibility criteria of the Applicants :-

The Project Architect should have at least qualified graduate Architects with 10 years experience preferably in the Government sector (Central Govt./ State Govt./ PSU/ Local Municipalities) having successfully completed multi storied building/s for office/s and / or residential consisting of basement plus ten storied with civil, water supply and sanitary, drainage works, electrical, lift, Fire Hydrant works, Amusement Parks, Auditorium, Sports complex etc during the last 7 years.

III) Pre Application Meeting:-

The pre application meeting will be held at 11.00 hrs on 08.08.2018 at **Office of Sr. Dy. Manager (RZ & Spl. RT) I&CF Division, Haldia Dock Complex** where HDC will provide clarifications to be queries of intending applicants on this call for EOI. The intending applicants are requested to send their queries in writing in advance to Sr. Dy. Manager, RZ & Spl. RT, I & CF Division, Haldia Dock Complex, Cluster-5, P.O.- Haldia Township, Pin.- 721607 [Email: pdasgupta.hdc@nic.in] in advance so that HDC may prepare its clarifications prior to the meeting to the extent possible. This apart, HDC will also address the queries raised during the Pre-application meeting. The pre-application meeting will be followed by inspection of all the sites.

IV) Submission of Expression of Interest :-

Interested parties may submit their "EOI" (one original and one copy) in writing by 15.00 hrs of 20.08.2018, by super scribing on the cover with "EXPRESSION OF INTEREST" (EOI) PERTAINING TO EMPANELMENT OF PROFESSIONAL AND EXPERIENCED ARCHITECTS FOR THE UPCOMING ARCHITECTURAL PROJECTS OF HALDIA DOCK COMPLEX, KO.P.T. by indicating the following: -

1. Proof of having 10 years experience and Satisfactory Completion Certificates issued by clients shall be enclosed.
2. The Project Architect should have regular establishment for not less than 5 years and necessary Office with supporting staff who shall always be available for consultation/furnishing required help in getting plans etc.
3. The Project Architect shall be registered with Council of Architecture. Copy of valid registration certificate shall be enclosed.
4. The Project Architect satisfying the above criteria may apply along with the following details:
 - Name, address and registration details of the Architect with details of key personnel.
 - Copy of the audited balance sheet for the past three years ending 31.03.2017.
 - Photocopies of Income Tax assessment order for the past 3 years.
 - Registration with PF /ESIC, if any.
 - Registration with any other Central / State Government Department / Public Sector Undertakings (Attach Certificates).
 - Details of maximum value of work done in single contract during the past 7 years.
 - List of works executed during the past 7 years with details of scope of work performed along with copies of completion certificate from clients / employees along with photographic evidence in support of the kind of work done and quality of work executed.
 - Details of in-house facilities available along with details of software being used

V) Address for submission of EOI :-

The proposal may be sent along with to –

Office of the Sr. Dy. Manager (RZ & SPL. RT)

Cluster –V, P.O.: - Haldia Township,

Dist.: Purba Medinipur,

Pin : 721607, West Bengal.

Ph. No. 263389, FAX: 03224-252110

E-mail id: pdasgupta.hdc@nic.in

Sd/-

(P. Dasgupta)

Sr. Dy. Manager (R.Z & Spl. RT)

I & CF Division. H.D.C