

KEONJHAR CENTRAL COOPERATIVE BANK LTD.

AT/PO.: KEONJHARGARH, KEONJHAR -758001(Odisha)

କେନ୍ଦୁଝର କେନ୍ଦ୍ର ସମବାୟ ବ୍ୟାଙ୍କ ଲିଡି

ଘା:ଘୋ:-କେନ୍ଦୁଝରଗଡ଼,କେନ୍ଦୁଝର-୭୫୮୦୦୧(ଓଡ଼ିଶା)

Email: kendujharccb@gmail.com

NO.KCCB/ 2023-24 DATE.

EXPRESSION OF INTEREST

The Keonjhar Central cooperative Bank Ltd, Keonjhar with a vision to construct multistoried office complex in premises of Head Office, Keonjhar, of land at Hatiatangar, Keonjhar measuring an area of 32 dec. in the heart of the township adjacent to service road of NH-20.The construction of multistoried buildings consisting of around Basement+4, as per bye-laws of Special Town planning Authority, Keonjhar and other construction work for future 3 (Three) years, Invites Expression of Interest in 2 Bid systems (Technical & Financial Bid) from Registered Renowned Architectural Firms / Engineering Consultancy Firm for providing Project Management, Architectural & Engineering consultancy Services for the above Construction project.

Registered Renowned Architectural Firms / Engineering Consultancy Firms fulfilling the following criteria need only participate.

1. Must have completed 1 (One) No. of similar type of project with Project cost not less than 20(Twenty) Crore (P.M.C Consultancy) during the last 5 years ending March-2023.

Or

2. 2 (Two) Nos. of similar project with each project costing not less than 12 (Twelve) Crore (P.M.C Consultancy) during the last 5 years ending March-2023.

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Similar project shall mean multistoried residential/non residential building projects with minimum 5(Five) nos. of storey of Central or State Government Departments/State Autonomous bodies (SAB) / other organization preferably in Cooperative sector/ Public Sector Undertakings (PSUs) during last 5 (Five)years ending 31st March,2023.

Average Annual financial turnover during the last 5 (Five) years, ending 31st March 2023 of the previous financial year, should be at least 50.00 (Fifty) Lakhs.

Project Management Architectural & Engineering consultancy Services shall mean the following minimum scope of work.

1. Preparation of preliminary architectural plan.
2. Preparation and obtain required approval of development authority approval plan.
3. Survey, soil testing and preparation of final architectural plan with 3d elevations.
4. Preparation of DPR (Detailed project report).
5. Structural design and detail structural drawings.
6. Preparation of detail working drawing (Civil, P.H internal and external, Water supply, External and internal Electrification, Fire freighting, Interior Designing, Landscaping, C.C.T.V, Intercom), other infrastructural services, Complete Estimate and BOQ.
7. Preparation of tender paper for construction and to assist during tender finalization process.
8. Supervision during construction and Bill checking of agencies and recommend for release of payments.

The Bid Document comprising of Eligibility Criteria, Scope of the Work, Plan, instruction to Bidders etc. is to be obtained from Head Office, Keonjhar Central Co-operative Bank, At/Po- Keonjhar,758001.

The bid documents will be available in the Head Office, Keonjhar Central Co-operative Bank Ltd. from 11.00 A.M. of Dt.12.10.2023 to 5.00 P.M of Dt.26.10.2023.

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1. The intending bidder may visit the project site at the location mentioned above in consultation with Secretary, Keonjhar Central cooperative Bank Ltd, Keonjhar.
2. The bid for the above mentioned work should reach the Secretary, Keonjhar Central Cooperative Bank Ltd, Keonjhar. Latest by Dt. 26.10.2023 till 5 P.M. by Speed Post / Regd. Post only. (No courier / By Hand or tender drop box is allowed).
3. The bidders should submit the Technical, Presentation document (hard copy & Soft copy) & Financial Bid in 3(Three) sealed covers separately super scribed as Technical bid, Presentation documents and financial bid respectively . These Three envelopes should be placed in one covering envelop and sealed super scribed as **Expression of Interest “Project Management , Architectural & Engineering consultancy Services of Multistoried Office Complex at Premises of Head Office, Keonjhar Central cooperative Bank Ltd, Keonjhar.** The Technical Bid should consist of **Credentials of the Firm, Earnest Money for a sum of Rs. 1,00,000.00/- (Rupees One Lakhs) only & Rs. 10,000/- (Rupees Ten Thousand) Only towards cost of Bid Document (Non refundable), PAN card , valid Council Of Architecture(COA) Reg. certificate, GSTIN Certificate, EPF Reg. certificate etc.** The EMD shall be in shape of Demand draft/ fixed deposit in National Bank / NSC duly pledged in favor of **Keonjhar Central cooperative Bank Ltd, Keonjhar** & Cost of Bid Document shall be in shape of Bank Draft drawn on any nationalized bank in favor of **“Keonjhar Central cooperative Bank Ltd, Keonjhar”, payable at Keonjhar.**
4. The bidders should quote their offer in percentage basis excluding payment towards Goods Service Tax as applicable from time to time. The bidder should quote his/her offer in the prescribed form provided in the EOI document.
5. The Technical Bid will be opened on Dt.27.10.2023. at 11.00 A.M at the office chamber of Secretary, Keonjhar Central cooperative Bank Ltd, Keonjhar. In presence of the bidders or their authorized representatives willing to be present.
6. The result of Technical Bid shall be declared on Dt. 27.10.2023 by 5P.M.
7. The bidder who qualifies in Technical Bid will be intimated by only Email / Phone to participate in Power point presentation.

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8. The date and Time of Opening of Financial Bid will be intimated to the Bidder by only Email / Phone who qualified in the Technical Bid.
9. The Financial Bid of the top 3(Three) Architectural Firms / Engineering Consultancy firms qualified in the power point presentation will be opened in presence of selected bidders or their authorized representative.

The authority reserves the right to reject any / all bid with without assigning any reason thereof.

ADDRESS FOR SUBMISSION OF BID:

**The Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar – 758001
E Mail Id. kendujharccb@gmail.com**

1. ELIGIBLE CRITERIA:

Consultancy firm must have completed 1 (One) No. of similar type of project with Project cost not less than 20 (Twenty) Crore (P.M.C Consultancy) during the last 5 years ending March-2023.

Or

2 (Two) Nos. of similar project with each project costing not less than 12 (Twelve) Crore (P.M.C Consultancy) during the last 5 years ending March-2023.

Similar project shall mean multistoried residential/non residential building projects with minimum 5(Five) nos. of storey of Central or State Government Departments/State Autonomous bodies (SAB) / other organization preferably in Cooperative sector/ Public Sector Undertakings (PSUs) during last 5 (Five)years ending 31st March,2023.

2. FINANCIAL CRITERIA:

Average Annual financial turnover during the last 5(Five) years, ending 31st March 2022 of the previous financial year, should be at least 50 (Fifty) Lakhs supported turnover statements duly certified by Chartered Accountants.

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3. LOCATION OF THE BUILDING:

The proposed site is located at Main Road, In front of S.P. Office, Keonjhar besides NH-20, Odisha as per the location map enclosed in this EOI Document.

4. PROPOSED FEATURE OF THE BUILDING

➤ **The building should be planned with optimum utilization of land following local Special Town planning Authority norms and green building concept will give top priority. The tentative requirement of the building is as follows.**

- ✓ Existing secretary residence and back side temporary building will be demolished.
- ✓ Light structure roof (G.I sheet roofing) will be constructed on top of Old Bank building.
- ✓ New Block will be constructed adjacent to the existing building with
 - Basement parking
 - Stilt parking.
 - Ground floor banking hall.
 - First floor banking hall
 - Second floor Conference hall with minimum 400 person capacity with acoustic system.
 - Existing Block and new block will be interconnected.
 - Provision of adequate stair case for Public and fire escape stair case.
 - Provision of 15 passenger capacity automatic Lift.
 - Provision for 20 passenger capacity automatic Lift for Conference Hall.
 - Fire safety provision as per norms.
 - Provision of solar system on top of the building.
 - Adequate toilet facility for Bank staff and public (Ladies & Gents).
 - STP and rain water harvesting facility as per norms.
 - Water treatment plan.
 - Provision of Transformer place.
 - External sewerage system.

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- ✓ The front elevation of existing building will be renovated without structural change and will be look similar to the New Building.

5. LIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID:

- Self attested copies of registration of the Firm / Agency.
- Self attested copies of completion certificate from the employer (not below the rank of Executive Engineer) in respect of completed 1 (One) No. of similar type of project with Project costing not less than 20 (Twenty) Crore (P.M.C Consultancy) during the last 5 years ending March-2023. Or Completed 2 (Two) Nos. of similar project with each project cost not less than 12(Twelve) Crore (P.M.C Consultancy) during the last 5 years ending March-2023.
- List of Building works (Architectural Services) in hand.
- Self attested copies of valid COA Registration, PAN, GSTIN and EPF (Employees Provident Fund) registration Certificates.
- Income Tax Return for the financial year:2022-23
- GST Clearance report obtain from portal.
- Self declaration to the effect that the bidder is not blacklisted and not declared ineligible for corrupt & fraudulent practices by any State / Central Government / PSU / Autonomous Body on the date of Bid Submission.
- Affidavits sworn before an **Executive Magistrate/ Notary** to the effect that all the documents submitted with the bid are genuine.
- All annexure Xerox copy should be self attested & notarized.

6. INSTRUCTIONS TO BIDDERS:

- The bidders are required to submit the Technical, Presentation documents & Financial Bid in sealed covers separately super scribed as technical bid, presentation documents and financial bid for the Expression of Interest respectively and these three envelopes contained in one envelope are to be sent to Secretary, KCCB LTD. Keonjhar.
- The top envelop should be clearly super scribed as **Expression of Interest “Project Management, Architectural & Engineering consultancy Services of multistoried office complex at Keonjhargarh,Odisha”**.

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➤ **The Technical Bid should contain**

- (1) Self attested copies of the registration of the firm
 - (2) Cost of Bid Document and EMD in the prescribed form as per para
 - (3) Of EOI Notice above (3) self-attested copies of Valid COA Registration, PAN, GST & EPF Registration certificates
 - (4) Turn over certificates issued by a Chartered Accountant
 - (5) Income Tax Return for the financial year:2022-23
 - (6) GST Clearance report obtain from portal.
 - (7) List of completed project in the last 5 (Five) years along with the completion certificates from the employer
 - (8) A self declaration indicating that they have not been blacklisted or entangled in any litigation with any of their employer in the last 3 years
 - (9) Executive Magistrate / Notary affidavit regarding genuineness of the documents submitted with the bid.
- The Financial offer should be only in Percentage basis. The financial Offer should be **inclusive all taxes, fees etc required to be deposited in other Departments for obtaining statutory clearance/approvals from Keonjhar Special Town planning Authority, ORERA , Municipality, Technical Sanction Authority etc & visiting expenses to site if any but exclusive of GST only.**
 - Bid validity period is 120 days

7. SELECTION OF THE BIDDERS:

The Financial Bid of the Architectural Firms / Engineering Consultancy firms who will rank **in top 3 (Three) positions** in power point presentation will be opened in presence of selected bidders or their authorized representative.

8. REJECTION OF FINANCIAL BID FOR EVALUATION:

The bidders quoting abnormally low and unworkable rates will be asked to justify their quoted rates within a reasonable time. If no justification is submitted or the justification submitted is not to the satisfaction of the tender committee their financial bids will not considered for evaluation.

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9. SCOPE OF THE WORK:

KCCB LTD. would furnish the requirements and area schedule for various functions to the Architect firms /Consultant, the Architect firms/Consultant shall, there upon, render the following services which will be deemed to be included in their quoted price unless mentioned otherwise:

A. Preliminary Stage

Preliminary Concept Report:

- a) The Consultant shall furnish a site evaluation and analysis report with basic approach to Circulation, activity, distribution and interaction and external linkage.
- b) KCCB LTD. shall provide the Topographic Survey Drawings & Soil Investigation Report to the consultant. However, it shall be the responsibility of consultant to carry out additionally the Soil Investigation if required at his own cost. Further, consultant is not absolved of his responsibility of accuracy of his design on account of topographic survey/soil investigation provided by KCCB LTD. The Consultant is also responsible for collection of any data/information which he may need for his design from any relevant source including (but not limited to) statutory bodies, Power Distribution companies etc.
- c) Report on Ultimate disposal point, intermediate rain water harvesting system and Source/availability of electricity, water and other services to be identified.
- d) In case of project requirement or as per the requirement of State Govt. authorities, the consultants shall Conduct Environmental Impact Assessment (EIA) & furnish preliminary report on environmental impact of the project and finalize it after discussion with the client clearly outlining the measures required for mitigating the adverse impact.

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- e) Prepare site plan (layout plan) showing contours, features and services and facilities available, general layout of buildings and services, preliminary sketch and design with drawing, giving details of useful areas, services areas, circulation area and total plinth area and preliminary estimate to provide information in respect of magnitude of work and its component and service and cost of all such items involved. The Architect firms/Consultant should submit the design and modify it if considered necessary by KCCB LTD. Site inspections for finalization of above details shall be conducted by the Architect firms/Consultant.
- f) Prepare plinth area rate estimate as per Odisha Public Works Department norms. The estimate shall also include the non-schedule items on prevailing market rate along with justification, specification.
- g) Obtain the approval of KCCB LTD. of above and supply 3 copies of approved site plan (Layout Plan).
- h) Preparation & submission of 3D elevation / animation / video (in the desired scale) and perspective views of the complete scheme as per requirement of KCCB LTD. and have to submit both hard copy and Power point presentation as and when desired.
- i) The consultant shall prepare and give power point presentations on the schemes as and when required by KCCB LTD. /Client and shall incorporate the changes desired by KCCB LTD./Clients without any extra cost.

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B. Preliminary Planning:

- a) Preliminary planning of all internal and external utility services like water supply, sewerage, storm water drainage, electrical, HVAC (Heating, Ventilation and Air-conditioning) Fire Alarm & Fire-fighting appliances acoustics, telephone conduit, street/compound lighting landscaping, Rain water harvesting, development plans showing roads, paths, parks, paved areas, drains, culverts, compound walls, external lighting, Electrical sub-station, DG sets, Lifts, interior design and graphic signage, security system, telecommunication system etc. indicating scope, specifications and costs separately of such sub-head. The scope of work shall be as defined above; however, KCCB LTD. reserves the right to exclude any of the above services from the scope of the Consultants' work.
- b) Prepare the DPR covering the following:
- i) Detailed Architectural, structural, & flowchart drawings.
 - ii) The Structural design details shall be got proof checked by Consultant, if so ordered by Local Municipal Corporation Authorities/State/Central Govt. from any of the IITs/NITs/Institution, approved by KCCB LTD. The consultant has the obligation to make as many required modification in the design incorporating the observation of above authority and re-submit the design and drawing. Fees of proof checking institution/agency will not reimbursed by KCCB LTD.
 - iii) Detailed specifications of each work.
 - iv) Bills of quantities duly priced along with take-off sheets. All estimates shall be prepared on the basis of State schedule of rates, norms wherever applicable and on the basis of market rate analysis where State schedule of rates etc. are not applicable. These estimates should be comprehensive and should include for all items. Detailed analysis for the item not included in state schedule of rates etc. shall have to be submitted.

The consultant shall supply three copies of the same with the preliminary drawings to KCCB LTD.

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- c) Submit market rate analysis for Non Schedule Items supported with Quotations.
- d) Submit the proposal to local body complete as per requirement of local bodies including preparation of Model/Presentation of Model etc. if any.
- e) Obtain the approval of layout plan & drawing from the competent authority statutory body, if necessary, according to the local Acts, laws, Regulations etc. and make any changes desired by such authorities. The approved/modified layout plan and drawings are to be submitted to KCCB LTD.
- f) The consultant will incorporate eco-friendly building materials like Jindal fly ash bricks, low VOC paints energy efficient equipment & fixtures etc. as per prevailing government rules.
- g) to prepare & submit required set of tender Documents, Tender Drawings, BOQ, Estimates, Specifications etc.
- h) Design Calculations for all the components of the schemes including getting approvals from the concerned authorities.
- i) Detailed Structural Drawings/Design Calculations for all the components of the scheme.
- j) Detailed Electrical/Mechanical Drawings/Design Calculations for all the components of the schemes including getting approvals from the concerned authorities.
- k) Detailed Technical specifications for all the non-scheduled items proposed in the schemes.
- l) Any other drawings/information's/details required for completion and execution of work but not mentioned above.
- m) The consultant shall discuss all the points/shortcomings/new requirements, if any with the Local bodies/ State Govt/ Authorities/ KCCB LTD and shall take their concurrence on all the observations.
- n) If any new component is to be added to the scheme, the consultant shall collect all the data, shall get done all the surveys/investigations/tests required for the planning/designing of additional component and nothing extra shall be payable on this account.

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- o) Undertake site visits or to attend meetings to collect details/data/information required for planning purposes, holding necessary discussions with KCCB LTD./Clients representatives/local bodies and obtaining requirements of the Project and attending meetings with officials of Local bodies/ State Govt./ Authorities/ KCCB LTD or any other agency, as and when required.

C. Working Drawing Stage:

The preparation of detailed working drawings with details incorporating services and schedule of quantities.

This will include:

- a) Preparation of working and detailed architectural and structural drawings and detailed estimate as per the latest Odisha Schedule of Rates of or any other Standard Schedule of Rates (SOR) for civil work, electrical works and OPWD specifications for civil works, General specifications for electrical works Part I (Internal), Part II (External), Part III (Lifts and escalators), Part IV (Substation), Part V (Wet riser and sprinklers system), Part VI (HVAC works), Part VII (DG sets) and other OPWD specifications for services like substation, Air conditioning etc. for all items of the above work, including internal and external utility services, along with details of quantities (Bill of quantities), supporting calculations and details of structural design for whole of the work or in part of to facilitate call of tender in stages by KCCB LTD.

For items not covered by the schedule of rates the Architect/Consultant would provide details specifications, description of the item and market rates.

- b) To prepare & submit good for construction drawings & visit the sites of work regularly as per requirement of Local bodies Authorities/ KCCB LTD./State/Central Govt. to solve the problems of site & issue necessary clarifications/details of the Project.

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- c) Analysis of rates for Schedule and non-schedule items on current market rates of materials, labour and POL.
- d) Obtaining approval of local authorities, if any, and make changes required by them.
- e) Preparation & submission of adequate no. of the tender Documents/ tender Drawings comprising BOQ/Estimates, particular specifications etc. as required by KCCB LTD.
- f) Preparation & submission of adequate no. of Detailed Designs calculations/ BOQ/good for construction drawings for all the components of the schemes as per requirement of KCCB LTD. The structural design shall have to be done on staad-pro software (latest version) and should be structurally vetted from Government Engineering college/ IIT. The fees required to deposit for Structural vetting will be born by consultant.
- g) Preparation & submission of Detailed Engineering Drawings, Detailed specifications & list of makes for all the equipment to be installed at site.
- h) The detailed estimate should be technically sanctioned from Chief Engineer R&B or any Govt. office as desired by KCCB LTD. The required deposit for technical sanction will be born by Consultant.

D. Construction Stage:

- a) Supply to KCCB LTD. eight copies of the detailed working drawings, specifications, Bill of quantities and detailed estimates etc. free of charge for use during execution of work.
- b) Supply to KCCB LTD. such further drawings, specifications or details which may be required for proper execution of work.
- c) Obtaining approval from any statutory body/local Govt. Body like Pollution Control Board, Environmental clearance, ORERA, **Special Town Planning Authority, Keonjhar** etc. as applicable to this project for execution of work or for designs/drawings of the scheme.
- d) Obtain KCCB LTD.'s approval for any material deviation in design, cost, working drawings, schedule and specifications from the approved scheme.

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- e) Carrying out all modifications /deletions /additions / alterations /in design/drawing/documents as required by Local bodies Authorities /State / KCCB LTD. /Central Govt. or any other authorities as applicable for proper execution of works at site till completion and handing over of the project to the client.
- f) Provide BOQ, Specifications, detailed analysis for any extra / substituted items and its justification. Undertaking site visits or to attend meetings during execution of the project to ensure adherence of execution as per detailed drawings and specifications, including sorting out problems and issue necessary clarifications at site including preparation & submission of additional drawings and details for proper execution of work at site shall have to be borne by the consultant and shall be covered within his quoted/negotiated fees and nothing extra shall be payable on this account.
- g) The Consultant/Architect Firm is responsible for detail Layout and complete supervision of all structures/works as per the approved plan & design, checking of Quality control at the time of construction and submission of quality report to the authority. After each site visit the consultant should confirm that the work is being executed as per drawings & specifications and deviations if any shall be brought to the notice of KCCB LTD.
- h) Preparation of Running Account Bill for the portion of work completed by agencies and recommend to KCCB LTD for payment in each stage and production of completion certificate before handing over of project to the client.

E. Completion Stage:

- a) Obtaining completion and occupation certificates, wherever necessary from the local bodies after completion of work and inspection by Municipal/Fire/Electrical Inspectors and supply the same to KCCB LTD. For this purpose any assistance required from KCCB LTD will be extended to the consultant. Any statutory fee payable to local bodies for issue of completion certificate shall be borne by KCCB LTD.

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- b) Prepare completion drawings; including 1:100 scale plans elevations and cross sections etc. indicating the details of the building and all internal and external services as completed and supply 4 sets of completion drawings to KCCB LTD. and also hand over the original of the completion drawings to KCCB LTD. The changes, if any during the execution of work will be intimated by KCCB LTD. to the consultants for preparation of above drawings.
- c) Preparation & submission of completion reports, Operation & maintenance manual, completion of as built drawings and documents for the project as required and acceptable to KCCB LTD. and Clients/local bodies/or any other authorities applicable including getting 'completion certificate' from concerned authorities, if required.
- d) Assist KCCB LTD. in Arbitration/Litigation case(s) that may arise out of the contract entered into, in respect of above work, regarding clarifications/interpretations, supply of drawings, designs, specifications as and when required. The consultants' role will be limited to these clarifications only and unless specifically required by Arbitrator/Court, he shall not be required to participate in actual Arbitration/Litigation proceedings.
- e) Consultancy for obtaining GRIHA / Green Building Certification, as mentioned in the NIT.
- f) Preparation of Final Bill for the completed work and production of completion certificate before handing over of project to the client.

F. Defect Liability Stage:

The Defects Liability Period for this Project shall be reckoned from the date of issue of taking Over Certificate or completion certificate by the Client/Statutory Bodies whichever is later. The consultant shall visit the site and provide all the drawings/details for rectification of defects, if any.

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10. PAYMENTS:**Payment of Remuneration:****Remuneration**

The fee includes planning, designing and periodical supervision during construction of the project, travel expenses towards periodical supervision, for attending meetings with KCCB LTD./Clients/ visits to local authorities, etc. by the Consultant and or by their technical persons

All payments shall be made in Indian currency only.

a) The Consultancy Fee:

KCCB LTD. agrees to pay the Architect firms/Consultant fees for the professional services to be rendered by them

The payment of fee to the Architect firm/consultant shall be restricted to the project cost. For the purpose of payment of fees, the project cost shall not be higher than the actual cost of the project on completion.

The actual completion cost of the project or DPR /preliminary cost approved by KCCB LTD./Client or Estimated cost of the project put to EOI shall not include Cost of land and contingencies for calculation of consultancy fee:

(a)The above fee at is inclusive of fee payable by the consultant to any other consultant/Associate(s) and nothing extra shall be payable by KCCB LTD. for this purpose. The consultant shall be paid extra towards GSTN applicable for Consultancy fees applicable from Time to time.

b) Mode of Payment:

i) Milestone payment schedule for various activities are as under:

Stage	Milestone Achieved	Extent of Payment
1.	Preparation of Preliminary Concept architectural plan and modified plan if necessary and preliminary Estimate.	10 % of the fees payable.
2.	On submission of Development Authority Approval plan and other plan for statutory approval.	20% of the fees payable.

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Stage	Milestone Achieved	Extent of Payment
3.	On submission of Detailed Estimate.	10% of the fees payable.
4.	After getting Technical sanction and approval of Development Authority plan and on submission of Tender document before start of work.	20% of the fees payable.
5.	During the execution of work (on pro-rata basis) Commensurate with the value of the work executed	
a.	On completion of 20% of the work	8% of the fees payable based on the actual work done
b.	On completion of 40% of the Work	8% of the fees payable based on the actual work done
c.	On completion of 60% of the Work	8% of the fees payable based on the actual work done
d.	On completion of 80% of the work	8% of the fees payable based on the actual work done
6.	On completion of 100% of the work	Total 95% of the fees based on actual cost minus the fee paid up to stage- 5
7.	Balance after successful commissioning of the building/ project and getting completion certificate from authorities, Defect Liability period whichever is later.	100% of the fee based on actual cost minus the fee paid up to stage- 6

All the payments due to the consultant shall be made through online mode and no cheques / draft shall be issued.

c) Additions, Alterations and Variation:

KCCB LTD. shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the consultants shall comply with such requests without any extra cost.

- i) No extra payment shall be made to Consultant by KCCB LTD. on account of such Additions & Alterations as enumerated above, provided the total built up area remains same.
- ii) The consultant shall not make any material deviation, alteration, addition to or omission from the work except without first obtaining the written consent of KCCB LTD.

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- iii) If the work in full or part is withdrawn from KCCB LTD. by the Client, the same shall be withdrawn from the scope of consultant and proportionate consultancy fee shall be paid only up to the stage for which the consultancy work has been completed subject to if it has been paid to consultant by KCCB LTD. and the consultant shall have no further claim whatsoever on this account on KCCB LTD/Client.
- iv) If any additional works are awarded by the KCCB LTD. if desired, the consultant shall carry out additional work. However this will be considered subject to the satisfactory performance of the consultant and the consultancy fee shall be calculated as per payments decided by OCHC and the consultant shall have no further claim whatsoever on this account of KCCB LTD.

11. SUBMISSION OF BID:

The bid document can only be obtained from Head Office, Keonjhar Central Co-operative Bank, At/Po- Keonjhar, 758001. The bid documents will be available in the web site from 11.00 A.M. of Dt. 12.10.2023 to 5.00 P.M of Dt. 26.10.2023.

- a. The intending bidder may visit the project site at the location mentioned above in consultation with The Secretary, Keonjhar Central Cooperative Bank Ltd, Keonjhar. (Mobile No.)
- b. The bid for the above mentioned work should be reached in the address of the **Secretary, Keonjhar Central Cooperative Bank LTD Keonjhar ,At/Po-Keonjhar, Dist-Keonjhar, 758001, Odisha** latest by Dt. 27.10.2023 till 5 P.M. by Speed Post / Regd. Post only. (No courier / By Hand or tender drop box is allowed) .

SIGNATURE OF BIDDER

**Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar**

- c. The bidders should submit the **Technical & Financial Bid** in sealed covers separately. The Technical Bid should consist of Credentials of the Firm, Earnest Money of sum of Rs.1,00,000.00(Rupees One Lakh) only & Rs. 10,000/- (Rupees Ten Thousand) Only towards cost of Bid Document in **prescribed form, PAN card , valid COA, GSTIN,EPF Certificates, turn over, experience** etc.
- d. The EMD shall be in shape of Demand draft/ Fixed deposit / NSC duly pledged in favor of Secretary, KCCB LTD Keonjhar and Cost of Bid Document shall be in shape of Bank Draft drawn on any nationalized bank in favor of "Secretary, KCCB LTD Keonjhar ", payable at Keonjhar. KCCB LTD Keonjhar will not be responsible for any postal delay whatsoever Bid received after the due date and time will be rejected.
- e. The bidders should quote their offer in percentage basis inclusive of all taxes Except GST (extra payment will be made for Goods Service Tax. By K.C.C.B.) in Financial Bid paper forming part of this EOI documents.
- f. The EOI document downloaded from Web site must be signed and stamped in all pages and submitted with Technical Bid. Otherwise bid will be summarily rejected.
- g. The EMD of the unsuccessful bidders will be refunded after awarded of work.

SIGNATURE OF BIDDER

**Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar**

12. TECHNICAL BID EVALUATION:

The evaluation will be based on total marks of 100.

Evaluation criteria of Technical Bid are given as under:

Sl No	Attribute	Full Marks	Sub Category /Attribute	Marks to be awarded by subcategory wise
1	Works Experience	10	Experience 5-10 Years	05
			Experience More than 10 years	10
2	Project consultancy of similar nature successfully completed in last 5 Years.	30	No. of Assignments (Rs.12.00 crore up to Rs.20.00 Crore) 2 Nos. Or, (Rs.20.00 Crore & above) 1No.	20
			No. of Assignments (Rs.12.00 crore up to Rs.20.00 Crore) > 2 Nos. Or, (Rs.20.00 crore and above) > 1No.	30
3	Average annual Turn Over In last 5years	30	50 Lakh	10
			More than 50 Lakh and up to 100 Lakh	20
			More than 100 Lakhs	30
4	Availability of Technical Man Power	20	Architect (2 Nos)	04
			Civil Engineer (2Nos)	04
			Electrical Engineer (1 No)	04
			Estimator Civil (1 No)	04
			Surveyor (1 No)	04
5	Availability of Local Office in Keonjhar.	10	Local Office	10
	Total=	100		100

SIGNATURE OF BIDDER

Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar

13. POWER POINT PRESENTATION:-

The bidders who scored **70** or above marks in Technical evaluation will be intimated by Email/Phone for Power Point presentation of their Conceptual Plan and other technical detail before the Evaluation Committee of K.C.C.B. v

14. OPENING OF FINANCIAL BID:

K.C.C.B. will intimate the top 3 (Three) bidders selected by Evaluation Committee basing on their Presentation on Conceptual Plan. The Financial Bid of only the above three selected Architect / Firms will be opened in presence of selected bidders or their authorized representative.

The opening schedule of the Financial Bids will be intimated to the qualified Firms / Agencies by Email who secured top 3 (Three) positions in Power point presentation.

15. BID EVALUATION :

The marks scored in Power point presentation will be given weightage of 80%. And the quoted price of the bidder will be given weightage of 20%.

FORMULA FOR EVALUATION:-

Technical Evaluation marks= (Marks of Bidder in Power point Evaluation)*80/ (Marks of the highest scoring Bidder in Power point Evaluation)

Financial Evaluation Marks= (Rate quoted by lowest bidder)*20/ Rate quoted by the bidder)

Total marks of the Bidder/ Firm=Technical Evaluation marks + Financial Evaluation marks.

SIGNATURE OF BIDDER

**Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar**

16. AWARD OF WORK :

The bidder scoring the highest total marks for the bid will be declared L1 bidder. The assignment will be awarded to the L1 bidder selected on the basis of the above criteria and will be declared as the successful bidder.

The successful bidder may be awarded similar project management consultancy for future under Keonjhar Central cooperative Bank Ltd, Keonjhar with same terms & conditions in this EOI for a period of 3 (Three) years from the date of agreement. For awarding other similar project the bidder will have to deposit a sum of Rs. 50,000/- (Fifty thousands) only in shape of Demand Draft/ Fixed deposit in National Bank / NSC duly pledged in favour of Keonjhar Central Cooperative Bank Ltd, Keonjhar before signing the agreement.

The authority reserves the right to reject any / all bid without assigning any reason thereof.

SIGNATURE OF BIDDER

Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar

BIDDERS INFORMATION

Company Name*	
Registration Number*	
Registered Address*	
Name of Partners/Directors	
Bidder type* Indian/Foreign	
CITY*	
State*	
Country*	
Postal Code*	
PAN/ TAN No.	
Company's Establishment Year	
Company's Nature of business*	
Company's Legal status* Limited company/ Undertaking/Joint venture/Partnership/others	
Company Category* Micro unit as per MSME/ Small unit as per MSME/ Medium unit as per MSME/ Ancillary unit/Project of affected person of this company/SSI/others	
Contact Details	
Enter Company's Contact Person Details	

SIGNATURE OF BIDDER

Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar

Title * Mr/Mrs/Dr/Shree/Ms	
Contact Name*	
Date of Birth DD/MM/YYYY)	
Correspondence Email*	
Designation	
Phone *	
Mobile*	

***Mandatory information (must be filled by the bidders**

I / We hereby declare that the entries made in the application form are true to the best of my / our knowledge.

Full signature of the Bidder with Seal

Name:

Designation:

Place:

Date:

OFFER OF THE BIDDER FOR ARCHITECTURAL & ENGINEERING CONSULTANCY SERVICES FOR “MULTISTORIED OFFICE COMPLEX PROJECT AT. HEAD OFFICE, KEONJHAR CCB LTD DIST: KEONJHAR, ODISHA”.

SIGNATURE OF BIDDER

**Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar**

FINANCIAL BID

In Figure:

In Words:

NOTE: The quoted amount should be percentage basis inclusive of all taxes, fees etc required to be deposited in other Departments for obtaining statutory clearance/approvals & visiting expenses to site if any.

(Rate should be exclusive of GST)

Name of the Bidder with full dated Signature & Seal.

Annexure:-

Survey Map of the Plot.

SIGNATURE OF BIDDER

**Sd/-
Secretary,
Keonjhar Central Cooperative Bank Ltd,
Keonjhar**