

## **BRIEF INTRODUCTION TO PROJECT**

### **CONSTRUCTION OF ADDITIONAL RESIDENCES IN THE EXISTING CHANCERY CUM RESIDENTIAL COMPLEX OF HIGH COMMISSION OF INDIA IN ABUJA ON DESIGN AND BUILD MODE.**

#### **1. BACKGROUND**

**1.1** The High Commission of India, Abuja, owns a plot of land at 364 Cadastral Zone, Central Business District (CBD), off Constitution Avenue, Federal Capital Territory (FCT), Abuja. This is a corner plot with road on two sides, green area on three sides and borders another diplomatic mission on the fourth side. This plot already houses the Chancery of High Commission of India and residences for officers and staff. The construction program envisages construction of additional residences within the campus, including associated ancillary services (henceforth referred to as "Project"), as defined in the Press Notice.

**1.2** The project area will include additional residences for staff of the High Commission and associated ancillary & MEP services or any other facilities as per local building regulations. The access and functioning of proposed facilities will maintain harmony with the initially approved plan and keep in view the functional, spatial efficacy and maintenance ease.

**1.3** The complex is expected to function efficiently with the help of modern security systems, heating/cooling systems, smooth circulation, and integration of open and built-up spaces and functional segregation of spaces.

#### **2. CLIMATIC CONDITIONS**

**2.1** Abuja experiences three seasons each year, a hot and humid rainy season from April to October; a dry season from October to April; and a brief windy season in between known as the Harmattan season, when the dry and dusty West African trade wind blows through the city, thereby bringing down the temperature.

#### **3. PROPOSAL BRIEF**

**3.1** The property falls in the Diplomatic Enclave of FCT Abuja and can be used for Diplomatic Offices and Residences. The land use mentioned in the Certificate of Occupancy, however, is "Residential".

**3.2** Total Plot area: 13,248.00 sqm (as per available land documents)

**3.3** **Zoning regulations or any other development norms applicable to this plot may be enquired by participants, on their own, from concerned local urban authorities as per land use plan before submitting the proposal.**

**3.4** Overall planning, design and Construction of the Project which shall include:

4.1.1.1 Preparation of Layout plan of the site, Architectural design, Landscaping, complete Interiors & furniture, other associated building services including

but not limited to electrical, MEP, plumbing, sewage, drainage, water supply etc., drawings and documents for all stages of the project including obtaining mandatory urban planning approvals, architectural design clearances and building permits from [Name of the Municipal Authority], or any other local authorities, as may be required,

- 4.1.1.2 Demolition and Disposal of existing structures if any, assessment of salvage value, intimation of same to High Commission of India, Abuja and adjustment of salvage value against Lump sum bid. Re-routing of existing utilities, if any.
- 4.1.1.3 Construction of building/buildings/complex as per approved plans including interiors, furniture & furnishings, Testing and commissioning of all electrical & MEP equipments on completion of project and obtain Occupancy certificates.
- 4.1.1.4 The built-up area of the Project is expected to be approximately 800 sqm

#### **4. ELIGIBILITY CRITERIA**

**4.1** To be eligible for pre-qualification, the applicant should be i.e Agency/JV/Consortium shall have:

- 4.1.1.1 In house capability capabilities to design and execute the project on Design & Build Mode.
- 4.1.1.2 Having executed similar projects on Design & Build mode, with exclusive interiors of highest quality of finishes & furnishings.
- 4.1.1.3 Valid registration/license for submitting the proposal to the Municipal Authorities and the other local authorities for obtaining building permissions/ approvals and licenses etc. as required.
- 4.1.1.4 Permit/Registration in the requisite category/class for Construction of similar buildings.

**4.2 Conditions of eligibility for Joint Venture firms:** A certified copy of MOU/agreement between the firms having a joint venture shall be provided. The joint venture firm shall meet all the laid down criteria of registration, experience, turnover, awards etc. as a single entity.

**4.3 Similar work:** The Bidder must have satisfactorily completed one similar work on Design & Build mode of value of **USD 288,000/-** or (ii) two similar works on Design & Build mode of value of **USD 216,000/-** or (iii) three similar works on Design & Build mode of value of **USD 144,000**. Similar works means **project having the scope of work similar to the scope of this project i.e. providing comprehensive services from urban planning, architectural design & local body approvals, to construction and completion of similar projects and related services (including civil, electro- mechanical, plumbing, HVAC, security, landscaping, external services, interior-designing, & etc.). Eligible project(s) should be on contiguous piece(s) of land. Design & Build services including civil, electrical, HVAC, mechanical, plumbing, erection & commissioning of centralized AC plant, large sub-stations, captive power**

**generation, interior works for Govt./ Semi-Govt./reputed Corporate Clients.**

**4.4 Bank Solvency:** Certificate of Solvency for **USD 144,000/-** certified by bank. The certificate should not be older than six months.

**4.5 Annual Turnover:** The annual turnover of the Bidder should be equal to **USD 180,000/-** during the immediate last three consecutive financial years.

**4.6 Profit-Loss:** The Bidder should not have suffered loss in more than two years in the previous five financial years and must not have suffered loss in the immediate preceding financial year.

**4.7 Earnest Money Deposit/Bid Securing Declaration–** The bidder shall submit a Demand draft or Banker's cheque **OR** Bank Guarantee **OR** Online payment to (**Bank details of the Mission/Post**) amounting to **USD 72,000 OR** Bid Securing Declaration (Format as per Annexure-1). It may be noted that 50% of EMD will be forfeited, if the Agency/Firm amend its tender amount or add any condition after opening of financial bids or failed to complete the tender proceedings till selection of prospective bidder and 100% of EMD will be forfeited if bidder failed to provide performance guarantee by due date or failed to start the work by due date after its selection at its tender cost. The defaulter will be blacklisted from any further participation in any future tenders of Gol for a period of 2 years.

**4.8 Validity of EMD/Bid Security Declaration -** The Bid shall remain valid for a period of 180 (One Hundred Eighty) days from the date of the opening of the bid or up to any mutually extended period.

## **5. DESIRABLE CRITERIA**

**5.1** National or International level competitions and awards won for similar projects.

**5.2** Experience in use of green technologies with standard ratings (e.g. LEEDS, or international certification for energy efficiency, global practices like use of solar power, green building features, sustainable practices adopted in executed projects etc. – any three similar projects implemented by the applicant.

## **6. SELECTION PROCESS**

**6.1** The selection of the Agency/Joint Venture/Consortium shall be through two stage selection process:

**6.1.1 Stage-I: Pre-qualification;** The technical and financial capability of the applicants will be examined.

**6.1.2 Stage-II: Technical presentation and financial bid submission;** RFP shall be

given to shortlisted bidders after pre-qualification and they will be invited for a proposal presentation. After presentation the proposals will be graded and bidders with minimum qualifying marks will be eligible for opening of their financial bids. The final selection will be on Least cost basis.

**6.2** Short-listed applicants of Stage-I, will be invited for selection of Stage-II. They will be given an RFP detailing the scope of work. They will be required to submit a Technical and Financial Proposals in two separate sealed envelopes. The bidders will be invited to make a presentation of their capability and proposal before a Selection Committee.

**6.3** The Selection Committee will evaluate the proposals on various parameters on a weightage of 100 marks. The minimum qualifying marks for opening of financial bids is 60. The financial bids of qualifying bidders shall be opened in the presence of their representatives.

**6.4** The applicant with **least cost bid** will be selected and required to enter into an agreement with the (Name of the Mission/Post).

**6.4.1 High Commission of India, Abuja's** right to waive - The **High Commission of India, Abuja** reserves the right to waive any deficiency in any received bids where such waiver is in the interest of the **High Commission of India, Abuja** except that no proposal will be accepted if the Earnest Money Deposit (EMD) or Bid Securing Declaration in lieu of EMD or/any of the preceding statutory documents was not submitted with the bid.

## **7. SUBMISSION OF DOCUMENTS FOR SHORT LISTING**

**7.1 For Eligibility Criteria:** Applicants are required to provide certified or self attested documents for the following:

7.1.1 Past experience details

7.1.1.1 Number of years having relevant experience

7.1.1.2 Past experience of carrying out similar scope of work

7.1.2 General profile of the qualifications, experience and number of key professionals (not individual CV's)

7.1.3 Overall financial strength of the consultant in terms of turnover, profitability and cash flow (liquid assets) situation

7.1.3.1 Turnover figure for last three years

7.1.3.2 Net profit figure for last three years

7.1.4 Applicants are required to provide information of the projects completed in the last 10 years and which are similar to the proposed project. Only those projects will be considered which satisfy the eligibility criteria (as prescribed in Section

4.1 above) determined from the following data duly certified by the client.

- 7.1.4.1 Project summary with photographs
- 7.1.4.2 Project name, location and brief description
- 7.1.4.3 Project owner/ Name of Client
- 7.1.4.4 Date of Commencement and Completion of the Project
- 7.1.4.5 Total plot area and total covered area (in Sq. M.)
- 7.1.4.6 Scope of work handled by the applicant in this project
- 7.1.4.7 References (name, title, telephone number/ email)

## **7.2 For Desirable Criteria:**

- 7.2.1 Attach certified copy of citation/ award received or copy of official announcement in press. Details of the projects which were awarded.
- 7.2.2 Copy of certificate received for use of Green Technologies in respect of buildings or projects/buildings. Write up on a single page A4.

**7.3** Bidders shall submit their bid in a large sealed envelope super-scribed with (**Name of the Project**) for **High Commission of India, Abuja** which shall have following two sealed envelopes inside:

- 7.3.1 **Envelope A:** Should contain the document mentioned in Annexure-II or Annexure-III. This envelope is to be super-scribed as "**EMD or BSD**" (as the case may be).
- 7.3.2 **Envelope B:** Should contain the documents mentioned in Para 7 along with Declaration mentioned at Annexure-I. This envelope should be super-scribed as "**Technical Bid**".

## **8. NOTE**

**8.1** Physical visit to the site is mandatory to acquaint oneself with the Site of the Works. The bidder shall take entire responsibility in the interpretation of the site conditions. No consideration or compensation will be given for any alleged misunderstanding of the nature of the work to be executed.

**8.2** Site data including topographical survey & soil investigation will be provided to the shortlisted bidders with RFP.

**8.3** Please provide sufficient information and valid proof for each parameter/factor for eligibility Criteria. If sufficient information and valid proof is not provided, it will become a ground for disqualification of the bidder.

**8.4** Information, as sought for each eligibility Criteria, is to be given by individual applicant or each member of the consortium including lead member separately as attached annexure.

**8.5** Length of experience will be counted as on the date of publication of Press Notice.

**DECLARATION**

I hereby submit the following documents:

- |             |   |        |
|-------------|---|--------|
| <b>1.1</b>  | Past experience details:  | Yes/No |
| <b>1.2</b>  | Address of the company / branch offices,<br>as given in the Company registration<br>Document: | Yes/No |
| <b>1.3</b>  | General profile of key professionals' details:  | Yes/No |
| <b>1.4</b>  | Overall Financial details:  | Yes/No |
| <b>1.5</b>  | Project summary with photographs:   |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |
| <b>1.6</b>  | Project name, location & brief description  |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |
| <b>1.7</b>  | Project owner / Name of Client  |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |
| <b>1.8</b>  | Date of commencement and completion of the projects   |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |
| <b>1.9</b>  | Total plot area and total covered area (in sq. M.)  |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |
| <b>1.10</b> | List of the key buildings in the project, Height & and Covered Area                           |        |
|             | Project-I:  | Yes/No |
|             | Project-II:   | Yes/No |
|             | Project-III:  | Yes/No |

**1.11** Scope of Services in these projects

Project-I: Yes/No

Project-II: Yes/No

Project-III: Yes/No

**1.12** References, if any (name, title, telephone number / email)

**1.13** I have also enclosed the following documents:

**1.13.1** Certified Copy of Citation / Award / Copy of official announcement in press: Yes/No

**1.13.2** Copy of Certificate for use of Green Technologies, energy efficient features, etc. along with write-up: Yes/No

**1.13.3** Details of projects executed on the basis of two stage two envelopes/Design & Build mode / FIDIC conditions of contract Design & Build: Yes/No

**1.13.4** Certified copy of MOU between Joint Venture Firms as per laid down criteria of registration, experience, turnover, awards etc. as a single entity: Yes/No

**1.14** I confirm that each statement and/or contents of this submission and /or documents, certificates submitted herewith are absolutely true, correct and authentic. In the event of any statement/document subsequently turning out to be incorrect or false it is understood and accepted that the undersigned is liable to disqualification from this selection process.

NAME OF THE APPLICANT:

ADDRESS:

CONTACT DETAILS:

SIGNATURE:

**Bank Guarantee Proforma for Earnest Money Deposit (EMD)**

Bank Guarantee No.....

Brief description of contract: **Construction Agency/Joint Venture/Consortium for Construction of Additional Residences in The Existing Chancery Cum Residential Complex of High Commission of India in Abuja (On A Fixed Lump Sum Price)**

Name and Address of Beneficiary: High Commission of India, 364 Cadastral Zone, Central Business District (CBD), off Constitution Avenue, Federal Capital Territory (FCT), Abuja

Date:

Whereas M/s (**Construction Agency/Joint Venture/Consortium with address**) have submitted their tender for Construction of Additional Residences in the existing Chancery cum Residential Complex of High Commission of India in Abuja, Nigeria, and one of the tender conditions is for the M/s (**Construction Agency/Joint Venture/Consortium with address**) to submit a Bank Guarantee for Earnest Money Deposit amounting **USD 72,000**. In fulfilment of the tender conditions, we, (**Name of Bank with address**) hereby irrevocably and unconditionally undertake to pay to you within three working days of receipt of your first written demand, without any demur whatsoever and without seeking any reasons, whatsoever, up to the maximum aggregate amount of **USD 72,000**.

2. This guarantee is valid for a period of 180 (One hundred and eighty) Days and any claim and statement hereunder must be received at the above-mentioned office before expiry. After expiry, this guarantee shall become null and void whether returned to us for cancellation or not and any claim or statement received after expiry shall be ineffective.

3. Notwithstanding anything to the contrary contained hereinabove, the maximum liability under this guarantee is restricted to **USD 72,000**.

4. Notwithstanding anything to the contrary contained hereinabove, this guarantee is valid from (**date of issue**) up to the (**date after 180 days from date of issue**) and claims under this guarantee should be submitted not later than (**date after 180 Days from date of issue**).

5. This guarantee may not, without our prior written consent, be transferred or assigned and this guarantee is limited to the payment of a sum of money.

6. This guarantee shall be governed and construed in accordance with the laws of the **Nigeria** and is governed by the United Rule for Demand Guarantee (URDG) (ICC Publication No.758) and shall be subject to exclusive Jurisdiction of the **Nigeria** Courts.

Date:  
Name:

Place:  
Signature:



**Bid Security Declaration (BSD) Format**

To,

(Name & designation of the Contact Person)  
High Commission of India  
Abuja, Nigeria

I/We..... irrevocably declare as under:

I/We understand that, as per Clause ..... of Tender/bid conditions, bids must be supported by a Bid Security Declaration in-lieu of Earnest Money Deposit. I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of **Three years** from the date of disqualification as may be notified by you (without prejudice to Employer's rights to claim damages or any other legal recourse) if,

- (i) I am /We are in a breach of any of the obligations under the bid conditions,
- (ii) I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- (iii) On acceptance of our bid by Employer, I/we failed to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: \_\_\_\_\_  
(complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year.

**(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).**