



Price Rs. 1,000/-

**National Institute of Fashion Technology
Shillong**

Tender Notice inviting from the reputed architects for expression of interest for the construction of the NIFT Shillong Campus

Tender issued to M/s	:	
Address	:	
Phone/ Mobile & Fax No.		
Last Date of issuing of Tender		28 th August 2009, upto 4:00 pm
Last Date & Time for Submission		31 st August 2009, upto 4:00 pm
Date & Time of opening of Tender		31 st August 2009, at 4:30 pm

Details of Processing Fee

Amount	Rs. 5,000/- (Five Thousand)
In favour of & payable at	NIFT Shillong, Payable at Shillong
DD / Pay Order No. & Date	
Drawn on	

**National Institute of Fashion Technology
NIFT campus, Old NEIGRIHMS, Block-C,
Pasteur Hills, Lawamali,
Shillong- 793 001**

Fax: 0364- 2590253

Ph: 0364- 2590253, 2590240

(Ministry of Textile, Govt. of India)
NIFT Campus, Old NEIGRIHMS, Block-C
Pasteur Hills, Lawamali Shillong- 793001

Tender Notice

Tender Notice inviting expression of interest and financial bids from the reputed architects for the selection of the architect for the architectural & structural engineering/designing for the NIFT Shillong campus.

Expression of Interest and financial bids are invited in the prescribed tender document from the well established architectural firms who have successfully rendered comprehensive architectural and engineering consultancy services for at least two works of institutional/educational campus/IT Parks/SEZ Parks etc. of value not less than Rs. 25 crores each or one similar work of value not less than Rs. 40 crores in the last five years. Detailed eligibility criteria are mentioned in the tender document placed on our web-site.

The tender document can be taken from the above mentioned office address during the working days/hours till 28th August 2009 up to 4:00 pm, on payment of Rs. 1,000/- (non refundable) by bank Demand Draft in favour of “NIFT Shillong”. The document can be downloaded from the institute’s website and can be submitted with the tender / the processing fee. The last date of submission of the tender document is 31st August 2009 till 4:00 pm. The tenders received till last date and time will be opened on 31st August 2009 at 4:30 pm.

Background:

National Institute of Fashion Technology was set up in 1986 at New Delhi by the Ministry of Textiles, Government of India as a registered society under the Societies Registration Act, 1860. The Institute has recently been conferred the statutory status through the Act of Parliament called the NIFT Act 2006 for the promotion and development of education and research in fashion technology and for matters connected their with and incidental thereto.

Since its inception in 1986, the institute has played a pioneering role in envisioning and evolving Fashion business education in the country. With growing demand for skilled manpower from the Fashion business industry across the country, the Institute expanded its operations in 1995-96 by establishing six additional Centres at Bangalore, Chennai, Gandhinagar, Hyderabad, Kolkata and Mumbai. During 2007 and 2008, five more centers were established in Rae Bareli, Shillong, Bhopal, Patna and Kannur in collaboration with the respective State Governments. New centre at Kangra is scheduled to start from current academic session.

Activities:

The NIFT offers four years full time undergraduate B. Des (10+2+4) programmes and two years P.G degree programmes in Design, Fashion Management and Apparel Technology. The fully residential campus provides ambience and environment for creating budding designers, technologist and managers/ entrepreneurs. The institute also offers part- time/ short term continuing education programmes and undertakes consultancy projects from the public as well as private sector.

The Campus:

The Government of Meghalaya has allotted **ten acres** plot at **Umsawli** area, on the outskirts of the Shillong city. Drawing of the said plot is enclosed at **Annexure- 4** it is surrounded by IIM- Shillong campus (under construction), NEIGRIHMS, etc. institutional campuses. The NIFT campus will consist of academic blocks, workshops, laboratories, administrative block, Resource centre (Library), IT lab, Projects office, Officers/Faculties/Staff quarters, Girls and Boys Hostels, Canteens, Stationery and material- documentation shop, sports facilities and recreation areas etc.

Year-wise students enrolments: At present, the center is offering two full time four years UG Design programmes from the transit campus (since July 2008), in:

- (i) Fashion & Apparel (F&A)
- (ii) Fashion and Lifestyle Accessories (F&LA)

Each year NIFT enrolls, batch of up to 35 students in each programme. For the second academic year 2009-10 it will have approximately 100-120 students. At the fourth year, i.e in 2011-2012 academic year, there will be about 230-280 students, in the above mentioned two programmes.

As per detailed project report on setting up of the Shillong centre the permanent campus to be constructed, it is planned to offer **four** UG Design (four years) programmes in following disciplines. The first year is offered as a common Foundation Programme for the four years U.G degree programmes :

- (i) Fashion & Apparel
- (ii) Fashion & Lifestyle Accessories
- (iii) Fashion & Textiles
- (iv) Apparel Production Technology

and following **two** years Postgraduate programmes;

- (i) Design Space/ Communication
- (ii) Fashion Management

The new campus is expected to accommodate about 770-800 students in six disciplines/ departments.

Academic and other Infrastructure:

The academic infrastructure requirements for the proposed academic programmes is as under:

Detailed Breakup of Construction of the Proposed Campus

Academic Block (a)			
Name of Course	Area as per standard in sqft.	Area in SQM	Area with circulation (in SQM)
Foundation Programme	13000	1208.18	1570.634
Fashion & Apparel	8245	766.26	996.138
Fashion & Textiles	6045	561.8	730.34
Apparel Production Technology	8195	761.62	990.106
Fashion & Lifestyle Accessories	6895	640.8	833.04
Fashion Communication-Design Space	4405	409.39	532.207
Fashion Management Studies	2528	234.94	305.422
Total (a)	49313	4582.99	5957.887
Administrative Block (b)			
Reception	270	25.09	32.617
Main Office	3300	306.69	398.697
Administrative Section	2150	199.81	259.753
Maintenance/ Estate office	430	39.96	51.948
Total (b)	6150	571.55	743.015
Auditorium Block (c)			
Auditorium	11000	1022.3	1328.99
Common conference	1100	102.23	132.899
Total (c)	12100	1124.53	1461.889
Canteen (d)			
	3500	325.28	422.864
Resource Centre (e)			
Material Wing	4000	371.75	483.275
Library Wing	4000	371.75	483.275
Total (e)	8000	743.5	966.55

Hostel Ph-I (f)	Area as per standard in sqft.	Area in SQM	Area with circulation (in SQM)
Hostel rooms	30000	2788.1	3624.53
Common room	1600	148.7	193.31
Medical room	538	50	65
Hostel Warden	194	18.03	23.439
Guest room	388	36.06	46.878
NRI rooms (10 nos.)	1500	139.41	181.233
Total (f)	34220	3180.3	4134.39

Hostel Ph-II (g)			
Hostel rooms	30000	2788.1	3624.53
Common room	1600	148.7	193.31
Medical room	538	50	65
Hostel Warden	194	18.03	23.439
Guest room	388	36.06	46.878
NRI rooms (10 nos.)	1500	139.41	181.233
Total (g)	34220	3180.3	4134.39

Student facility Centre (h)			
Student Common facility	1000	92.94	120.822
Video Conference	2000	185.87	241.631
Server room	270	25.09	32.617
Bank extension Counter room	500	46.47	60.411
Design Studio	1000	92.94	120.822
NIFT Designer Shop	350	32.53	42.289
NIFT stationary shop	350	32.53	42.289
Area for special programmes	1100	102.23	132.899
Display areas	2000	185.87	241.631
Total (h)	8570	796.47	1035.411

Residential Block (i)	Area as per standard in sqft.	Area in SQM	Area with circulation (in SQM)
Director Residence	1500	139.41	181.233
Registrar Residence	1076	100	130
Faculty & Staff Quarters	38700	3596.65	4675.645
Class IV Quarters	5375	499.54	649.402
Total (i)	46651	4335.6	5636.28
Grand Total of (a) to (i)			24492.67

SELECTION PROCEDURE

Stage 1

The eligibility criteria for participating in the EOI are as follows:

1. The architectural firm should have at least five years of experience (as on March 31, 2009)
2. The firm should have at least three senior graduate architects out of which one should have an experience of twenty years or more and two other architects should have an experience of 10 years or more. These architects should be working in the firm for the last three years and should be member of council of architecture.
3. The firm should have successfully rendered comprehensive architectural and engineering consultancy services for at least two works of similar nature (Institutional/Educational/IT Parks/SEZ Parks, etc.) of value not less than Rs. 25 crores each (i.e total value of work completed **excluding** the cost of land), **or** one work of value not less than Rs. 40 crores in the last five years (as on 31st March 2009).

Firms that wish to participate in the selection process should submit documents as per **Annexure-1** to establish the fact that they meet the above eligibility criteria.

Firms not fulfilling the above criteria will be disqualified.

NOTE: If the number of firms fulfilling above criteria exceeds five, the evaluation committee will review the background / experience / portfolio of all the firms, to select not more than top five firms for stage-2. The parameters on which the evaluation would be done are as follows:

S.No	Items	Max Marks
1	Experience of the firm in architectural assignments (last five years ending on March 31, 2009). This will include following:	30
	(a) Experience in Master planning of integrated townships /campus planning projects	
	(b) Experience in handling large building projects/SEZ/IT Parks	
	(c) Experience in designing large academic buildings with hostels	
2	Completion certificates and client testimonials	10
3	In-house infrastructure	20
	Licensed Software used by the firm for design work	
	Computing infrastructure	
	Size and location of the office	
	Staff strength in each office	
	Details of associate consultants	
4	Experience and competency of manpower	10
	Number of senior architects	
	Number of other architects	
	Number of engineers in the firm	

5	Overall assessment of the firm based on innovativeness of design, cost consciousness, environmental friendliness, quality of execution, timeliness of execution, coordination abilities etc.	30
TOTAL		100

Stage-2

The evaluation committee will short list not more than top five architectural firms from the stage 1. These short listed firms will be requested to make a detailed presentation on their specific proposal for NIFT Shillong projects. Apart from overall architecture, the presentation will include the master plan, the elevations, the sections, and estimated cost of construction with its reasonableness, eco-friendliness and ease of maintenance etc. Evaluation committee will evaluate proposal of each firm based on the presentations made at this stage.

Technical Quality of Bid

Based on the concept, architecture proposal, and the design details provided in the presentation, architectural firms will be awarded marks on the following three dimensions:

S.NO	Item	Max Marks
1	Concept / Functionality / Aesthetic of design and Vocabulary of architecture	50
2	Estimated cost of construction /justification for the cost/ accuracy of estimation / how reasonable the cost is / appropriateness of cost / cost consciousness / trade-off between cost and specifications / eco-friendliness/ ease of maintenance	30
3	Overall assessment	20
Total		100

At the end of this stage, each firm will have technical score **T** (out of 100) associated with it.

NOTE: Firms with technical score of 50 or less will not be considered for further evaluation.

Stage-3

Financial quality of bid

In stage 3, financial bids will be opened and marks will be awarded for financial bids in the following manner:

Bid with the lowest price (L1) will be awarded 100 marks.

Other bids with higher prices (L) will be awarded $(100 * (L1/L))$ marks.

Based on technical bid score/marks (T) and financial bid score/marks (P) obtained by the firm, a composite techno-commercial score (C) will be arrived based on the formula given below:

$$C = (0.7 * T) + (0.3 * P)$$

The firm getting the highest composite techno-commercial score C will be selected for the award of the work.

Note: NIFT reserves the right NOT to award the work to the highest scorer.

BID SUBMISSION STRUCTURE

EOI document will have two main components which are to be placed in two separate sealed envelopes. These two envelopes should be placed in one main envelope which should also be sealed. The process is as follows:

1. The first envelope will contain a DD of Rs. 5,000/- towards processing Fee in favour of NIFT payable at Shillong and only pre-qualification documents as mentioned in the **Stage-1/Annexure-1**. A DD of Rs. 1,000/- towards Tender Document Price is to be enclosed, in case of the Tender Document is downloaded from the website or not purchased from the institute. This envelope will be opened for all the applicants. This envelope should be clearly marked as "PRE-QUALIFICATION DOCUMENTS". This envelope should not contain any other material or documents.

2. The second envelope will contain the price bid. It will be opened for the short listed bidders who qualify in stage 2 and move to stage 3. This envelope should be marked as "FINANCIAL BID". It will be returned to the firms which do not qualify in the stage 2.

Non-adherence to this procedure will result in disqualification of the firm.

Timeline

S.No	Date	Time	Event
1	31 st August 2009	4:00 pm	Last date & Time of submission of proposal
2	31 st August 2009	4:30 pm	Opening of proposals (except financial bids)
3	By mid September 2009*	---	Declaration of five short listed firms by the Evaluation committee
4	In the month of October 2009*	---	First round of presentation by the five short listed firms are expected to be around October 2009

* Tentative

Annexure 1

Information Sheet (Please provide the requested information for each of the items. Do not fill up in a copy of this sheet as adequate space has not been provided. Rather, prepare a document where information for every requested item is included in the given order of items. Information provided must be detailed and complete. If adequate information is not provided, the marks allotted during evaluation will be adversely affected).

- 1)** Details of Master planning work of integrated townships / campus works completed or in hand in the last five years (besides giving the summary as indicated, details of each project is to be separately enclosed; Completion certificate to be enclosed where applicable, otherwise experience will not be considered;)

Client Name, Work Name, Period (from– to), Value (In Rs. Crores, excluding the cost of the land)
- 2)** Details of buildings / complexes completed or in progress in the **Institution /Academic** sector in the last five years (besides giving the summary as indicated, details of each academic/institutional campus project is to be separately enclosed; completion certificate to be enclosed where applicable, otherwise experience will not be considered;)

Client Name, Work Name, Period (from– to), Value (In Rs. Crores, excluding the cost of the land)
- 3)** Experience/Performance certificates and testimonials from clients
- 4)** Annual Turnover in last 3 years (enclose documentary evidence such as annual accounts, etc.) in terms of consultancy fee
- 5)** In house Infrastructure: Licensed Software (name, model, function etc.) Other Computer facilities (nos. of PCs, Peripherals etc.)
- 6)** Details of the Firm

 - (i) Year of Incorporation

- (ii) Locations of Offices
- (iii) Area of office space in each of the offices
- (iv) No. of Architects, engineers, support staff in each of the offices
- (v) Support Firms (with brief details of each) engaged in the recent past for items such as a) structural design, b) Air-conditioning design, c) water supply, d) electrical infrastructure, e) interior f) others

7) List of principle architect, other architects, structural engineers, civil engineers, electrical engineer working and employed in the firms (separate CV to be attached for each staff)

8) Photographs, drawings, etc. of completed major projects

9) Name of firm with Address and Registration number under professional bodies.

10) Any other details

Date:

Name:

Place:

Signature of the authorized signatory with official seal:

Documents to be submitted along with the pre-qualification bid (stage-1):

The following documents should also be enclosed along with the application:-

1. Completed Information Sheet. (Annexure-1)
2. Attested photocopy of registration certificate from national professional bodies of Principal Architect and other Architects.
3. Details of works carried out as mentioned in the information sheet.
4. Attested photocopies of experience certificates from clients for the completed works clearly mentioning the value of the work, location, name of client and year of completion etc. and also a separate signed declaration from your end stating that the works have been executed by your firm. Without completion certificates from clients, the experience of the firms will not be considered.
5. The Bio-data of Architects, Engineers in the roll of the firm. These bio-data are to be invariably Self Signed.
6. Audited Balance Sheet highlighting the consultancy fees from Chartered Accountants for the last three years.
7. Copies of PAN/TAN card & Service Tax registration.
8. Demand Draft / Bankers' Cheque for Rs. 5000.00 (Rupees five thousand only) in the favour of NIFT, payable at Shillong towards processing fee (non refundable)
9. Signature of authorized signatory with official seal on each page
10. Demand Draft of Rs.1,000/- (Rupees One Thousand only) towards payment of the tender document fee, in case the document is downloaded from the website or not purchased from the institute.

Note:

- (i) While describing works, photographs, drawings including computer drawings and layouts may be included to enable proper evaluation of experience and capabilities.
- (ii) All certificates should be self attested by the firm's authorized signatory.
- (iii) In educational projects, highlights of innovations suggested and implemented are to be given.
- (iv) Special expertise of the firm, if any, in planning environment friendly buildings, are to be highlighted.
- (v) Institute representatives may visit the office of the firms and inspect the completed major projects done by the firms.
- (vi) Please attach curriculum vita of all professional staff
- (vii) Please attach details of associate consultants
- (viii) Architectural firm should be aware of CPWD procedures and should give the name of the person in the firm who is aware of CPWD rules.
- (ix) Cut off dates in all cases is March 31, 2009

Annexure-2

PRICE BID

Fees for the complete works including obtaining sanctions of the building plans from local authorities, pollution control boards and civic bodies for water power sewer connection, clearance from fire service authorities and completion certificate etc.

Percentage of the effective cost of the project_____ %.

- To be given in separate sealed envelop superscribed with financial bid and kept in the main envelop.
- Effective cost as explained in clause 16 of the Annexure-3

I/We have carefully gone through the various terms and conditions listed in the tender document including Annexures and all other conditions mentioned elsewhere in tender document for **Selection of Architects for construction of NIFT Shillong campus.**

I /We hereby confirm that the information furnished above is true to the best of my/our knowledge and belief and, if any information is found incorrect, I/We shall be disqualified for selection

Date:

Authorized Signatory

Place:

Signature of tenderer with seal

Services to be provided by the Architectural firm:

The firm is required to provide services in respect of the following:

Part I - ARCHITECTURE:

1. Taking Client's directives for the preparation of design brief.
2. Overall design and site development.
3. Structural design.
4. Design of sanitary, plumbing, drainage, water supply & sewerage system.
5. Design of electrical, electronic, communication systems.
6. Air-conditioning design (HVAC): Provision for window AC to be made
7. Elevators
8. Fire detection, Fire protection and Security systems etc.
9. Periodic inspection and evaluation of construction works.

Part II - ALLIED FIELDS:

1. Landscape Architecture (Architect will have to make provision for landscaping in the area of land given to him)
2. Interior layout for a room and common/interaction areas/rooms
3. Signage for the campus that firm is designing.

SCHEDULE OF SERVICES:

The Architectural firm shall, after taking instructions from the Client, render the following services:

CONCEPT DESIGN [STAGE 1]:

1. Interact with the client to understand the requirements of each academic and non - academic department and freeze the requirements after examining site constraints & potential; and prepare a design brief for Client's approval.
2. Prepare drawings and documents to enable the Client to get done the detailed survey and soil investigation at the site of the project.
3. Prepare conceptual designs with reference to requirements given and prepare rough estimate of cost on area basis as per central/state government schedule of rates.

PRELIMINARY DESIGN AND DRAWINGS [STAGE 2]:

4. Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the Client's approval along with preliminary estimate of cost on area basis.

DRAWINGS FOR CLIENT'S/ STATUTORY APPROVALS [STAGE 3]:

5. Prepare drawings necessary for statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the Client in obtaining the statutory approvals. (It will be the responsibility of the architectural firm to get all necessary permissions for construction and building use. No separate amount will be paid for this. However all fees deposited in the statutory bodies will be borne by the Institute on the production of the same.)

WORKING DRAWINGS AND TENDER DOCUMENTS [STAGE 4]:

6. Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost on the basis of centre/state government schedule of rates and tender documents including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract. The schedule of quantities should be prepared from the execution drawings and should be sufficiently correct. (Variation should not be more than 5% except for earth work and foundation where maximum of 10 % of variation can take place. In case of greater variation in quantities architectural firm will have to inform the client in writing giving the reasons thereof and submitting a fresh Bill of quantities)

APPOINTMENT OF CONTRACTORS [STAGE 5]:

7. Prepare in consultation with the Meghalaya State Govt. construction agency to invite, receive and analyse tenders; advise client on appointment of contractors under the two bid system. A pre-qualification meeting will be called to clear the queries of the bidders before submission of the tenders. Firm's representative will also have to be present in this meeting to clarify the points.

CONSTRUCTION [STAGE 6]:

8. Prepare and issue working drawings and details for proper execution of works during construction.

9. Approve samples of various items, elements and components.

10. Check and approve shop drawings submitted by the contractor/ vendors.

11. Visit the site of work, at intervals mutually agreed upon (minimum two times a week) to inspect and evaluate the Construction Works and where necessary clarify any decision, offer interpretation of the drawings/specifications, attend conferences and meetings to ensure that the project proceeds generally in accordance with the conditions of contract and keep the Client informed and render advice on actions, if required.

12. In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls, the day-to-day supervision will be carried out by a Project team (in charge of Works/ Site Supervisor etc) under the general guidance of the architectural firm.

13. Issue of interim certificates by the architectural firm
14. Settlement of extra / non-agreement items by the architectural firm
15. Issue Virtual Completion Certificate of works completed, prepare snag list & solution for it and issue of Final Completion Certificate etc.

FEES:

16. In consideration of the aforesaid services, the Architects shall be paid, an amount of percentage of the effective cost of the project worked out on the estimated cost on Central/State Govt. S.O.R basis or actual tendered cost, whichever is lower.

These professional fees shall be inclusive of all taxes, service taxes, levies and other incidental expenses which would be borne by consultants and would not be reimbursable.

COMPLETION [STAGE 7]:

17. Prepare and submit completion reports and drawings for the project as required and obtain "Completion/ Occupancy Certificate" from the statutory authorities, wherever required (Building use permission)

18. Issue two sets of as built drawings including that of services and structures (hard copy and soft copy both)

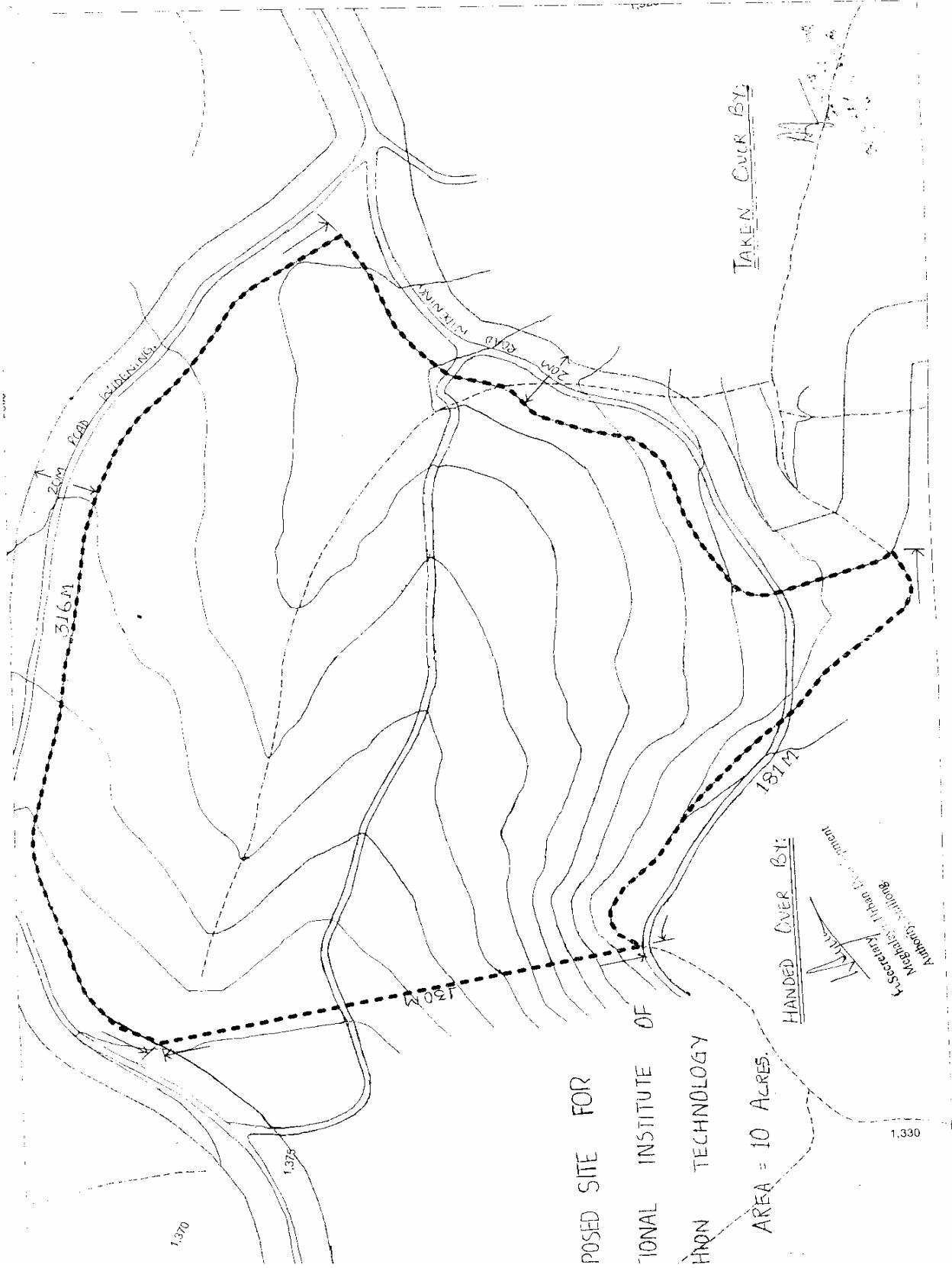
MISCELLENAOUS

19. Architectural firm will be liable for the damages arising out of his own fault

20. No extra payment will be made to the architectural firm and its consultants, for traveling to and fro from Shillong. It will be desirable that the firm has an office or a representative in Shillong.

_____ END _____

Annexure-4



PROPOSED SITE FOR
TONAL INSTITUTE OF
IRON TECHNOLOGY
AREA = 10 ACRES.

HANDED OVER BY:
[Signature]
13/11/2011
Secretary, Tonal Iron Technology
Amrutha, Siddur

TAKEN OVER BY:
[Signature]