

REQUEST FOR QUALIFICATION FOR

**Empanelment of Consultants for
Interior Architectural and Design
Services for Office/IT/Commercial
Spaces in APIIC Ltd,. Andhra
Pradesh.**



Andhra Pradesh Industrial Infrastructure Corporation Ltd.

(A Govt. Of Andhra Pradesh Undertaking)

Vijaya Residency, 5th Floor, Flat.No.501, Sri Vasavi Nagar

Near Fun times Club

Vijayawada – 520008

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Empanelment of Consultants for Interior Architectural and Design Services for Office/IT /Commercial Spaces in APIIC Ltd.,

1.0 Introduction

Andhra Pradesh Industrial Infrastructure Corporation Limited (APIIC) incorporated on September 26, 1973 is the premier organization in the combined State of Andhra Pradesh, vested with the objective of providing industrial infrastructure through the development of industrial areas. APIIC is a wholly owned undertaking of Government of Andhra Pradesh (GoAP). APIIC is the nodal agency notified by GoAP to develop specified mega infrastructure projects including SEZs. As such, the role of APIIC is that of a facilitator for mega infrastructure projects apart from Industrial Parks developed on its own. APIIC has so far developed over 328 industrial areas spreading over an extent of more than 100,000 acres.

The Industrial Parks/SEZs are proposed to develop as world class destination for attracting the major investors across the world. APIIC's vision is to develop the Industrial Parks/SEZs with integrated well-planned infrastructure and an efficient management structure which shall ensure continual global competitiveness. The Industrial Park/SEZs shall emerge as a benchmark for other Industrial Parks in the State and the Country both in terms of market relevance and in terms of environmental sustainability.

2.0 Objectives

APIIC has proposed to empanel the consultants for upcoming Interior works in Buildings / IT Towers/ Business Towers for the existing and upcoming industrial parks/SEZs. This empanelment aims to select the Interior Architectural and Design consultants for rendering services of Interior works and necessary approvals from the concerned authority. The empaneled Consultants will be offered for new projects for next 2 years.

3.0 Empanelment of Interior Architectural Consultants

APIIC Ltd., is intending to prepare panel of Consultants who render services of Interior Architectural works i.e. Civil, Electrical and HVAC works etc.,

Interested Consultants may indicate their expertise in areas indicated above and send their profiles including experience in the above areas of activities, particulars of key professionals, organizational strength, details of field/ branch offices, affiliations, necessary equipment/ instruments required for carrying jobs etc.

3.1 Eligibility Criteria for Empanelment

This invitation (for pre-qualification) is open to any Indian registered company/firm or association of individuals, and shall the following requisites:

- A. A brief corporate profile is to be presented along with details of past experience with his clients, list of similar projects completed and in progress and work experience for last 5 years in Andhra Pradesh

Minimum Eligibility:

- a. Experience of 5 Years
- b. Having experience of providing architectural services for civil, electrical, HVAC works for 3 projects, each with a project cost of Rs. 5.00 Crores, excluding land cost
- c. Average turnover of the last 5 years should be more than Rs. 50.00 Lakhs

3.2 Documents to be furnished

The entire set of proposal documents to be furnished by the applicants is provided in **Annexure I to VII.**

3.3 Evaluation Criteria

The principle of evaluation will be on the experience and merit as per the following evaluation parameters and weightings.

1.	Period of existence and track record of the consultant firm (1 Mark for each year)		10 Marks (Max)
2.	Number of projects completed in last 5 years each Rs. 5.00 Crore or above		50 Marks (Max)
3.	Strength of permanent key personnel available a. Interior Designer (5 Years) b. Electrical (5 Years) c. HVAC (5 Years) d. Quantity Surveyor (5 Years)	5 Marks each	20 Marks (Max)
4.	Average turnover of the last 5 years a) Rs. 50 Lakhs -- 5 Marks b) Rs. 51 - 100 Lakhs -- 10 Marks c) Rs. 101 - 200 Lakhs -- 15 Marks d) Rs. 201 - 500 Lakhs -- 20 Marks		20 Marks (Max)

TOTAL	100 Marks
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3.4 Process of Empanelment

Ranking will be given based on the evaluation criteria indicated above. Top ten or as fixed by APIIC will be selected for empanelment. Empanelment of Consultants will be at the sole discretion of APIIC and its decision will be final.

The empanelled Consultants will later be invited to submit their financial bids on a project-to-project basis. The Consultants to work with APIIC on a specific project will be selected after evaluation of the commercial proposals received on least cost basis.

The panel of Interior Architectural & Design Consultants prepared in pursuance of this pre-qualification process would be utilized for a period of 2 years, depending on the number and nature of projects to be undertaken by APIIC, which may be extended, if required. APIIC may further update the panel of consultants at any time, through another invitation, if required. The empanelment does not confirm assignment of work by APIIC to the Consultants empanelled.

3.5 General Conditions

1. Government institutions and semi-government enterprises in the related fields may also apply for empanelment.
2. APIIC reserves the right to accept or reject any proposal, and to annul the empanelment process and reject all proposals at any time prior to empanelment without any liability to the affected applicant(s) or any obligation to inform the affected applicant(s) of the grounds for such decision.
3. If certificates /documents or information submitted by the bidder are found to be false either at the time of evaluation of bids, processing of bids or after concluding agreement or at any point of time during execution of work in respect of either unsuccessful bidder or successful bidder necessary action is initiated accordingly.

3.6 Disqualifications

APIIC may at its sole discretion and at any time during the pre-qualification process, disqualify any applicant, if the applicant has:

- a) Submitted the proposal after the response deadline.
- b) Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;
- c) Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc., in any project in the preceding three years;

- d) Submitted a proposal that is not accompanied by required documentation or is non-responsive;
- e) Failed to provide clarifications related thereto, when sought;
- f) Black listed/Declared ineligible to participate in their tendering process by the any central or state Government department or PSU.

4.0 Pre-Qualification Clarifications

No pre-qualification meeting will be held for prospective applicants. However clarifications, if any on the pre-qualification may be sought by email sent to b.maheswararao.apiic@nic.in or in person one day before the due date of submission of proposals.

5.0 Submission of Proposals

Applicants shall submit proposals in duplicate in English with all the documents in a sealed cover conforming to prescribed formats provided in **Annexure I to VII** super scribing each as "Proposal for Empanelment of Consultants in Interior Architectural & Design Services - Original/ Duplicate". The copies of certificates in proof of experience, turn over etc., to be attested by the Gazetted officer.

1. The proposal must contain the following:

- i. Covering letter (Annexure I)
 - ii. Index (giving list of contents and corresponding page numbers in the proposal document)
 - iii. Company Profile (Annexure II)
 - iv. Summary of Permanent Key Professionals (Annexure III)
 - v. Summary of Financial Performance (Annexure IV)
 - vi. Abstract of Services (ie Architectural, Civil works, HVAC etc.,)(Annexure V) carried out in last Five years
 - vii. Detailed particulars of assignments completed/ in-progress (Proforma-I)
 - viii. Curriculum Vitae of permanent key professional staff (Proforma-II)
 - ix. Audited annual accounts for the last Five years
 - x. Work Order & Work completion order/ performance letter, etc.
 - xi. Other documents, if any
2. The proposal (original and duplicate), shall be signed by the applicant or duly authorized person(s). The authorization shall be indicated by written power of attorney.
 3. Proposals received by facsimile/e-mail shall be treated as invalid and rejected. Only detailed complete proposals received prior to the closing date of the proposals shall be taken as valid.
 4. Proposals received after the specified date shall not be considered for evaluation.
 5. Applicants are not permitted to modify, substitute, or withdraw after submission of proposal.
 6. During evaluation of the proposals, APIIC may, at its discretion, ask applicants for clarifications on their proposal.

Annexure I

Application

Dated :.....

To,

The Chief Engineer (North)
Andhra Pradesh Industrial Infrastructure Cooperation (APIIC),
Vijaya Residency, 5th Floor, Flat.No.501,
Sri Vasavi Nagar,
Near Fun times Club,
Vijayawada – 520008.

Subject: Empanelment as Interior Architectural & Design Consultants with APIIC

Ref: RFQ published in _____

Dear Sir,

Having examined the pre-qualification document indicating scope of works, I/We hereby submit our proposal together with all the necessary information and relevant documents for empanelling us with APIIC for the

Professional Services for Interior Architectural and Design services

The proposal is made by me/us on behalf of..... (Company/Firm/Association of individuals) in the capacity of duly authorized to submit the proposal.

I/We understand that APIIC reserves the right to reject any proposal without assigning any reason. I/We undertake that all the information furnished by me/us in the proposal is true to the best of me/our knowledge and belief. If any of the information is found to be false on subsequent verification, I/We undertake that I/We may be excluded from the list of empanelled Consultants.

Encl: As above

AUTHORISED SIGNATORY
(Name and Designation)
Name of Firm:

Address:

Annexure II

Company Profile

1	Name of the Applicant Firm	
2	Ownership (Government/ PSU/ Private)	
3	Type of Organization: Proprietary firm/Partnership firm/ Public Limited Company/ Pvt. Limited Company/ Others (please specify and attach proof)	
4	(i) PAN Number (ii) Service Tax Registration Number	
5	Name and Designation of Key Management Person(s)	
6	Date & Year of establishment of firm	
7	Number of years of experience in Consultancy Services	
8	Number of Permanent Employees	
9	Number of Permanent Employees for Consultancy Services	
10	Areas of Consultancy	
11	Core Competency	
12	Any other important information about the organization	

Signature with seal

Annexure III

Summary of Permanent Key Professionals

Sl. No.	Name and Designation	Experience In completed Years	Educational/ Professional Qualifications	Number of Years with the Present Employer	Areas of specialization
(1)	(2)	(3)	(4)	(5)	(6)

Signature with seal

Annexure IV

Summary of Financial Performance

Year	Turnover from all sources (In Rs.Lakh)	Turnover from consultancy assignments (In Rs. Lakh)	Percentage share of revenue from consultancy assignments	Net profit (in Rs.Lakh)
(1)	(2)	(3)	(4)	(5)
2013-14				
2014-15				
2015-16				
2016-17				
2017-18				

- Note:** 1. Financial performance for three consecutive latest financial years for which audited accounts are available should be given.
2. Audited annual accounts for the Five years for which information is given in the statement above should be provided.
3. Figures given in columns (2) and (3) above must match with those given in the Audited Accounts.

Signature with seal

Annexure V

Abstract of Interior Architectural and Design Services for Office/IT/Commercial Spaces in the Last Five Years

S. No.*	Title of Assignment	Client Organization	Date of Assignment	Period	Date of Completion	Consultancy fee in Lakhs
(1)	(2)	(3)	(4)	(5)		

* Should be consistent with the Sl. No. given in the Annexure VI for detailed particulars of the assignment.

Signature with seal

Annexure-VI

Detailed Particulars of Assignment completed/ in-progress

1.	Title of the Assignment:	2.	Details a) Extent of Bldg in sft/sqmt. b) Project Cost (in Lakhs)		
3.	Geographical Coverage (States/ districts covered):	3.	Client Organization:		
4.	No. of Professional Staff employed:	5.	Start Date:(Month/Year)		
6.	Completion Date:(Month/Year)	7.	Duration of Assignment:	8.	No. of Man months provided by firm:
9.	Sample details:	10.	Remuneration received by your firm for Professional Services (in Rs. lakh):		
11.	Names of associated firms, if any:	12.	No. of man-months provided by associated firms:		
13.	Name of senior professionals associated with Assignment:				
14.	Brief Description of / Assignment:				
15.	Exact Nature of services provided by your firm:				

Note:1) Please use separate sheet for each assignment

2) Only certificates issued by Govt.,organization will be considered as proof experience. Certificates shall be countersigned by the next higher Authority of certificate issuing authority.

Signature with seal

Annexure-VII

Format of Curriculum Vitae (CV) of Permanent Key Professional Staff

1.	S. No. <i>(should be consistent with the Summary of Key Professionals in Annexure III)</i>	
2.	Name of Staff	
3.	Position	
4.	Date of Birth	
5.	Nationality	
6.	Education <i>[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]</i>	
7.	Membership of Professional Associations	
8.	Training <i>[Indicate significant training since completion of education]</i>	
9.	Employment Record <i>[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment period of employment, name of employing organization, positions held.]</i>	
10.	Work Undertaken in which the staff has made significant contribution	
11.	Certification: I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. Date: <i>[Signature of staff member or authorized representative of the staff]</i>	
12.	Name of authorized representative	
13.	Designation of authorized representative	

Note: Please provide separate CVs for each key professional

Signature with seal



ANDHRA PRADESH INDUSTRIAL INFRASTRUCTURE CORPORATION LTD

(A Government of Andhra Pradesh Undertaking)

59A-20/3/2A, 1st Floor, Sri Siva Complex, Funtimes Club Road, Teachers Colony,
Vijayawada-520008,

Website: www.apiic.in Phone: 0866-2428300,2428323

EXPRESSION OF INTEREST

APIIC invites Expression of Interest from interested consultants with proven track record for Empanelment of Consultants for Interior Architectural and Design Services for Office/IT/Commercial Spaces in APIIC Ltd., Andhra Pradesh.

The RFQ/EOI can be downloaded from www.apiic.in. Any modifications/addendum will be uploaded in APIIC website only.

The EOI should be submitted on or before **18.06.2018 by 15:00 hrs.** at the following address:

CHIEF ENGINEER (North)

APIIC Ltd,

Vijaya Residency,5th floor, Flat No.502,SriVasavi Nagar,

Near Fun timesclub,Vijayawada – 520008.

Contact: 7730974666; email: b.maheswararao.apiic@nic.in

Vijayawada

Date: 08.06.2018

Sd/-

Chief Engineer (North)