



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.
(A Wholly Owned Subsidiary of State Bank of India)

CIRCLE OFFICE

3rd Floor, SBI Local Head Office, Synergy Building,
Bandra Kurla Complex, Mumbai 400 051
Phone No. 022-26445665, e-mail: SBIIMSPL.mum@gmail.com

**NOTICE FOR SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT
CONSULTANT**

SBI Infra Management Solutions Pvt. Ltd. (SBIIMSPL), Circle Office, Mumbai on behalf of State Bank of India (SBI), LHO, Mumbai invites Expression of Interest from Structural Consultancy Firms for rendering comprehensive Structural cum Project Management Consultancy Services for the proposed Structural & External Repairs of Bank's Residential Buildings at SBI Colony, Kantipark, Borivali (W), Mumbai – 400 092.

The prequalification criteria, scope of the services to be offered, terms and conditions of appointment and the detailed format etc. for submission of the application form for the purpose can be downloaded from the Bank's website www.sbi.co.in under "Procurement News".

The last date for submission of completed application form in the prescribed format along with supporting documents at this office will be up to 5.00 pm on 30th January 2019. The SBIIMSPL reserves their rights to accept any or to reject all the applications without assigning reasons therefor and no correspondence shall be entertained in this regard.

Vice President & Circle Head



Expression of Interest

from

Structural Consultancy Firms

for

Providing Structural cum Project Management Consultancy Services

for

The Proposed Structural & External Repairs of Bank's Residential Buildings at SBI
Colony, Kantipark, Borivali (W), Mumbai – 400 092

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Letter of Invitation

SBIIMSPL, Circle Office, Mumbai of behalf of State Bank of India invites expression of interest from Structural cum Project Management Consultancy Services for the proposed Structural & External Repairs of Bank's Residential Buildings at SBI Colony, Kantipark, Borivali (W), Mumbai – 400 092.

Interested Structural Consultancy Firms fulfilling required qualifying criteria are hereby invited to submit technical and financial bids for providing Structural Consultancy Services required for above mentioned project at
SBI Infra Management Solutions Pvt. Ltd.,
CIRCLE OFFICE, 3rd Floor, SBI Local Head Office,
Synergy Building, Plot C-6, 'G' Block, Bandra Kurla Complex,
Mumbai 400 051

Eligibility criteria: The eligibility criteria are specified in FORMAT-II. The firms/Structural Consultants satisfying the prescribed eligibility criteria shall only become eligible to bid the assignment. Clear supporting evidences like photographs, certificates, documents etc. should be submitted with the bid.

1. The scope, roles and responsibilities of consultant are given in detail in FORMAT-III.
2. **Submission of bids:** The Proposal shall be in two parts i.e. Technical Bid (Format-I to XI) alongwith **application cum processing fee of Rs. Rs. 5,000/- (Rs. Five Thousand Only)** non-refundable in the form of Demand Draft issued by any Nationalised/ Schedule Bank drawn in favour of “**SBI Infra Management Solutions Pvt. Ltd.**” payable at Mumbai, in cover-A and Financial Bid (Format-XII) in cover-B shall be submitted in two separate wax sealed envelopes (with respective marking in bold letters). The offer not accompanied by the application cum processing fee will be rejected.

Both the sealed envelopes cover-A and cover-B should again be placed in a cover-C and the same shall be sealed with wax and dropped in the tender box which will be kept available in the office of Vice President & Circle Head, SBIIMSPL located at **CIRCLE OFFICE**, 3rd Floor, SBI Local Head Office, Synergy Building, Plot C-6, 'G' Block, Bandra Kurla Complex, Mumbai 400 051 from 11:00 am to 5:00 pm on all working days from 15.12.2018 to 30.01.2019.

- i. The certified copies of the documents mentioned in abovementioned formats shall be furnished along with the technical bid.
- ii. The formats I to XI duly signed by the firm with stamp on each page, shall be furnished in Cover-A. Format XII duly signed and stamped by the firm shall be furnished in cover-B.

3. **Evaluation:** The cover-A containing Technical Bid will be opened by the authorized committee of SBIIMSPL. The Technical Bids of all the bidders fulfilling eligibility criteria shall be evaluated by the Committee as per Format-II. The technical evaluation will be



done as per criteria given in Format-V (A). Intimation in this regard will be sent to the shortlisted bidders through e-mail or through letter on their e-mail/ addresses mentioned in their technical bids. The final selection of the consultant will be made on the basis of techno-commercial evaluation by assigning weightage in the ratio of 70% to the technical parameters and 30% to the price bid (professional fees quoted in the sealed cover).

3. Opening of financial bids

The cover-B containing Financial Bid submitted by bidders, will be opened by the authorized committee of the Bank/SBIIMSPL in presence of those bidders or their authorized representatives having brought proper letters of authorization to participate in the financial bid.

Award of Contract:

- a. The firm which gets highest points (points obtained in technical and commercial bid put together) will be decided as the prospective bidder for further decision on awarding of contract.
 - b. SBIIMSPL may reject any/all the bids received without assigning any reason whatsoever.
 - c. Validity period of bid: 180 days shall be the validity period of bid from the date of opening of Technical Bid.
4. On award of the contract, the Firm will be expected to take up/commence the assignment within 15 days of time.
 5. If SBIIMSPL finds that the performance of the Consultant is not satisfactory at any stage of the project, SBIIMSPL will have the right to terminate the contract after giving a notice of 15 days and no claim for any compensation/Fee for the balance work shall be considered. However, their dues shall be settled as per provisions contained in the standard agreement for the purpose, in proportion to the services actually rendered.
 6. SBIIMSPL will have right to change scheduled date of any event. Revised date will be displayed on our website or communicated separately.
 7. Any corrigendum in this RFP shall be intimated through announcement at Bank's website or through email only. The prospective bidders are requested to peruse Procurement News section of our Bank's website www.sbi.co.in on time to time till the process of selection of Structural Consultant gets over.
 8. Officials of SBIIMSPL/ Bank may visit office of the bidder, sites of project completed by bidder and office of those clients to verify information submitted by bidder in technical bid. In case it is found that bidder has submitted misleading information in technical bid, the candidature of such bidder(s) will be dismissed. SBIIMSPL will have discretion to seek confidential report from previous clients of the bidder and in case of any negative report/feedback, the SBIIMSPL may take action as deemed fit.



9. The jurisdiction for any dispute shall be Mumbai only.

Vice President & Circle Head

**FORMAT-I****Covering letter for bid submission**

From	To
M/s	VICE PRESIDENT & CIRCLE HEAD SBIIMS Pvt. Ltd., CIRCLE OFFICE 3 rd Floor, SBI Local Head Office, Synergy Building, Plot C-6, 'G' Block, Bandra Kurla Complex, Mumbai 400 051

Dear Sir,

Subject: Submission of Expression of Interest for rendering comprehensive Structural cum Project Management Consultancy Services for the Proposed Structural cum External Repairs of Bank's Residential Buildings at SBI Colony, Kantipark, Borivali (W), Mumbai – 400 092.

Having examined the details given in EOI notice and EOI document for the above project, we herewith enclose:

- i) Technical Bid completed in all respect
 - ii) Financial Bid in a separate sealed cover
2. We are agreeable to all terms & conditions laid down in the notice and Technical Bid. The information, facts and figures furnished in this Expression of Interest (EOI) document is true and correct to the best of my/our knowledge and belief and no information, facts and figure are incorrect or concealed.
3. We acknowledge and confirm that in the event of any information, facts and figure is noticed to be false or incorrect, our offer shall be liable to be rejected.
4. We also confirm that:
- a) We have perused the sample of proposed agreement between SBI and Consultants in the Bank and we will execute the same if contract is awarded to us.
 - b) We have also thoroughly perused all information pertaining to design/ repair & retrofitting parameters prevailing in the area required for re-strengthening of the distressed building and ascertained necessary information from the MCGM / Local Authorities including building by-laws applicable for the purpose. Accordingly, all important design /planning parameters prevailing and applicable in the area, will be considered by us in our planning and designing of the project and our design is in conformity to all local building norms and requirements.
 - c) We further confirm that the repair methodologies suggested by us will be in conformity to all local authority norms applicable for the purpose of seeking required permission if any.
 - d) We undertake and confirm that we shall ensure seeking all the necessary building/municipal permissions applicable for the project, within a reasonable period of Maximum 1 (One) month, from the various Govt. Authorities/Local Authorities/MCGM etc. as required, for commencing the project without any extra charges/fee except the professional fee approved by the Bank.

Yours faithfully,

Date:

Place:

(Signature of authorized signatory)



FORMAT-II

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANT FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI – 400 092.

MINIMUM ELIGIBILITY CRETERIA

S. No.	CRITERIA	Minimum requirement	Please tick
1	The experience should include consultancy services for Structural repairs and retrofitting of distressed multi-storeyed (G+4) & above residential/ commercial/ institutional buildings and also of Project Management Consultancy (PMC) services.	Minimum 7 years' experience as a Consultant as on 31.03.2018.	Yes / NO If yes please furnish detail in FORMAT-VI
2	Experience of Structural consultancy services in Renovation and Repair works of multi-storied (G+4) & above building (residential/ commercial/ institutional only) for public sector organization / Public Sector Bank/ Government Department / Multinational Corporate Houses of repute etc. within last 5 years ending on 31.03.2018.	Must have satisfactorily handled & completed at least one similar projects of Rs 4.80 Crore (or above) or two similar projects of Rs 3.00 Crore (or above) each or three similar projects of Rs 2.40 Crore (or above) during last 5 years ending on 31.03.2018	Yes / NO If yes please furnish detail in FORMAT-IX (Copies of Certificate/Work order/Letter of engagement to be attached)
3	The Proprietor/Partner /Director of the consultant should have a valid registration and license as a Structural Consultant from MCGM.	Minimum one Promoter/ Director/Partner should have valid registration with MCGM (Copy of the certificate to be enclosed).	Yes / NO If yes please furnish detail in FORMAT- VI
4	Average annual turnover of "Professional Fee" for last three years ending 31.03.2018.	Shall not be less than 5.40 lacs.	Yes / NO If yes please furnish detail in FORMAT-VI
5	FORMAT- I to XI	Duly signed on each page and placed in Technical Bid cover along with enclosures (Cover-A)	Yes/No
6	FORMAT-XII	Duly signed in Price Bid	Yes/No



		(only one page) and placed in separate cover (Cover-B)	
7	Technical Bid (cover – A) + Price Bid (cover – B)	To be placed in one large cover (Cover – C)	Yes/No

**Signature, name and seal of consultant
with date and place**



FORMAT-III

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANT FOR THE PROPOSED STRUCTURAL CUM EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI – 400 092.

Scope of services to be offered

Role and Responsibilities of Consultant

1. SBIIMSPL proposes to carryout STRUCTURAL CUM EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI – 400 092.

2. SBIIMSPL intends to commence the work and propose to complete the works in all respects viz. ready for occupation within a **maximum time span of 4 months** from the date of commencement.

3. The proposed Structural consultant will take up all further necessary work on the project including procuring requisite permissions required to be obtained from the local Authorities viz. MCGM, Municipal Corporations, Town & Country Planning Department and any other State / Central Government / Statutory authorities etc. as applicable.

4. The SBIIMSPL now proposes to engage the services of a full-fledged consultant who will assume total responsibility for completion of the project in all respects and submit the "Structural Stability Certificate" after completion of work from IIT/Govt. Agency.

5. The time is the essence of the contract and the duties of the consultant will be governed by the standard agreement (sample of proposed agreement can be inspected at this office during Office hours) to be executed with SBI by the successful consultant.

6. The role and responsibilities of the Structural Consultants will broadly include:

- a) To carryout Structural Audit of the buildings based on site inspection/ onsite NDT tests.
- b) Verify the causes of distress and access the quantum of distress in the buildings by visual inspection and carrying NDT tests for accessing/ deciding the methodology for repairs/ retrofitting of distressed members.
- c) Suggest the repair/ retrofitting methodologies for re-strengthening of the distressed members.
- d) The Consultant will arrange to apply and obtain on behalf of the Bank all required approvals, NOCs, Building/Municipal Permission from the MMRDA/ T&CP/MCGM/Municipal Corporation, Fire department and any other Govt. / Statutory Authorities for the project. All such building permissions shall be procured by the Consultant within a reasonable period of maximum 1 (One) month from the date of receipt of approval of from the Bank/SBIIMSPL without any extra



Liaisoning charges/fees to the Bank except professional fee payable as per agreement.

- e) Wherever the work involves any structural additions/alterations, the Consultant shall furnish one complete set of structural design, calculations and structural designs for the Bank's records.
- f) Preparation of 2/3 alternatives for 3D view / elevation / its 3D presentation (for external painting works) by computer for its approval by SBIIMSPL.
- g) Preparation of detailed estimates, draft tenders with clarity in specifications of all the items of proposed work and advising panel of contractors to SBIIMSPL.
- h) Preparation of subhead-wise item-wise/ detailed estimates based on current market rate analysis, which will include preparation of rate analysis for all major items, take off / quantity sheets.
- i) Assisting SBIIMSPL for prequalification and empanelment of trade-wise contractors by following elaborate procedure / norms laid down as per CVC guidelines.
- j) Preparation of draft tender subhead-wise including detailed Bills of Quantities (BOQ) based on approved estimates by SBIIMSPL and full set of tender documents including all terms, conditions, special conditions and standard clauses.
- k) Calling of competitive tenders each trade-wise at appropriate time from the pre-qualified contractors. Required sets of tender documents will have to be prepared by the consultant themselves at no extra cost to SBIIMSPL.
- l) Detailed scrutiny of the tender received including preparation of the comparative statement etc. and submission of recommendations for acceptance or otherwise, of the tender of successful bidder / vendor, placing of work order etc.
- m) Preparation and issuance of 3 sets of detailed working drawings to the contractor well in advance so that work is not held up at any point of time for want of the drawings / details. Additional 2 sets of such drawings will have to be issued to SBIIMSPL for its records.
- n) Submitting a proper PERT CHART/Bar Chart incorporating all the activities required for the completion of the project well in time i.e. preparation of working drawings, structural drawings, detailed drawings, calling tender etc. The programme should also include various stages of services to be done by the Consultants.
- o) Complete role of Project Management Consultant (PMC) will also be played by consultant to ensure both qualitative and quantitative aspects of the project and would include day to day supervision of work with one dedicated experienced site Engineer permanently posted at the site led by a Project Manager (within the professional fee mutually agreed only) and who will be overall responsible for smooth and timely completion of all works within the agreed time schedule without cost overruns barring exceptional circumstances beyond the control of the consultant.
- p) The PMC work will broadly include recording of measurements, verification of running account, final bills of contractors, finalization of accounts, extra / deviated items, rate analysis, maintaining various registers as per CVC / Bank's guidelines at site, preparation of bar chart, CPM networks and its updating for monitoring progress etc. The collection of samples of various materials being used at the site



and arranging for its testing through approved laboratories / institutes will have to be done and proper record / registers need to be maintained at site.

- q) The effective communication between various agencies / vendors contractors will have to be ensured by the consultant. The problems / hindrances / bottlenecks need to be sorted out / removed by arranging site meetings of all concerned including employer (SBI/ SBIIMSPL) and record of such meetings, decisions taken etc. need to be maintained in a chronological manner kept in a separate register.
- r) On completion of the repairs/ retrofitting carrying the NDT test to ascertain the required strength has been gained by the distressed members and issue the Structural Stability Certificate for the buildings.
- s) During the defects liability period carrying out periodical inspection along with representatives of SBI/ SBIIMSPL and contractor, preparation of defects list and arrange for its rectification from contractor.
- t) Preparation of 'As Built' drawings including those for all services and 2 sets of such drawings laminate / mounted on cloth papers and also in the form of a CD (soft copy) will have to be prepared and submitted to SBIIMSPL.
- u) The Bank's project comes under Technical Audit by the Chief Technical Examiner's (CTE) Organization of Central Vigilance Commission. The Structural Consultants will assist the Bank in submission of reply to CTE's queries, if any and compliance of their observations.
- v) Arranging Structural Stability Certificate from IIT/ equivalent Govt. Agency after completion of work.
- w) Assuming full responsibility for supervision and proper execution of all works by general and specialist contractors who are engaged from time to time as defined in the conditions of agreement.
- x) Assisting the Bank in all arbitration proceedings between the contractors and the Bank and also defend the Bank in such proceedings.
- y) The list of duties mentioned above is only indicative and the consultant will have to assume full responsibility for timely completion of the project both qualitatively and quantitatively as per accepted contract conditions in the best possible workman like manner in all respects till its occupation within the agreed time schedule and cost by following laid down norms / procedure of SBI and guidelines of CVC in an open and transparent manner to the satisfaction of the Bank and towards achieving this goal whatever is required to be done will have to be arranged by the consulting firm with the approval of SBIIMSPL.

Signed as token of acceptance

Signature of consultant with seal

Date:

Place:



(TO BE SUBMITTED WITH TECHNICAL BID COVER)

1. PREQUALIFICATION (PQ) CRITERIA

(i) Minimum 7 years' experience as an Consultant as on 31.03.2018. The experience should include all consultancy services for buildings such as Structural repairs and retrofitting of distressed buildings, external repairs and also of Project Management Consultancy (PMC).

(ii) The consultant should have provided & completed Consulting services in respect of Structural repairs, retrofitting and other external repairs of distressed buildings during last 5 years ending on 31.03.2018 in a single or more multi-storey (G+4) & above building projects, from inception to completion as under:

- a) At least one "Similar Work" of Rs. 4.80 Crore or
- b) Two "Similar Works" of Rs. 3.00 Crore (or above) each or
- c) Three "Similar Works" of Rs. 2.40 Crore (or above) each of comparable nature.

These building projects should be residential/ commercial or institutional building project for public sector organization / Public Sector Bank / Government Department / Multinational Corporate Houses of repute etc.

"Similar Work "under this clause means Structural Repair & Retrofitting Works of residential/ commercial./ Institutional/ buildings (G+4 & above) of the Public-Sector Organisations, Banks, Govt. Offices, Multinational Corporate Houses of repute etc. and undertaken during last 5 years (ending on 31.03.2018)"

(iii) At least one of Proprietor / Partners / Directors of the consultant should have a valid registration and license as Consultant from "Council of Consultancy".

(iv) The consultant should preferably have a full-fledged office or ready to establish an office in Mumbai and should have adequate number of qualified Consultants, Engineers, Site Engineer and other personnel on the payroll / establishment of the company and should also have tie up arrangements with reputed registered and licensed services consultant, firms, Electrical Consultants, Air-conditioning consultant etc.

(v) The average annual turnover of the Consultant by way of professional Fee in last three years ending on 31.03.2018 shall not be less Rs.5.40 Lakh.

Note: Merely fulfilling the prescribed minimum eligibility criteria may not entitle the Consultant for pre-qualification which is subject verification of other credentials viz. Project completed, Confidential reports regarding performance from other clients, Quality of work, use of Cost effective eco-friendly materials etc.

2. The application forms have to be submitted in a prescribed format in a two-cover system viz. technical and price bid in a sealed cover along with other details etc. as laid down in the enclosed formats. Both the above covers named as technical and price bid should be placed in a third sealed cover super scribed with the legend "**Prequalification**



of Structural cum Project Management Consultant for the "Proposed Structural & External Repairs Of Bank's Residential Buildings At SBI Colony, Kantipark, Borivali (W), Mumbai – 400 092" and can be dropped in tender box which will be kept available in the office of Vice President & Circle Head located at SBI Infra Management Solutions Pvt. Ltd., Circle Office, Mumbai-51.

3. The bid in sealed cover may also be sent to the Vice President & Circle Head on above address by Registered Post/ Courier but these should reach at his office on or scheduled date. The bid received after this cut off time and date will NOT be accepted.

4. Please note that the applications received will be screened and short listed on the basis of the aforesaid PQ criteria as laid down in Part-A of format-V and only qualified firms will be further advised to submit and make a presentation of their detailed proposal / scheme before the Committee proposed by SBIIMSPL on the advised date and time.

5. The final selection of the consultant will be made on the basis of techno-commercial evaluation by assigning weightage in the ratio of 70% to the technical parameters and 30% to the price bid (professional fees quoted in the sealed cover).

5. Please note that fees payable for rendering complete services for the project as per various stages defined in the agreement will include all liaisoning charges required to be incurred for procuring building permissions/approval from various Local Govt. Departments /MCGM/ Municipal Authorities etc.as also obtaining Structural Stability Certificate from IIT or any renowned institution, subject to detailed terms and conditions defined in the SBIIMSPL/SBI's standard agreement with the Consultants.

Signed as token of acceptance

Signature of consultant with seal

Date:

Place:



FORMAT-V

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

(SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANCY FIRM FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI)

(A) BRIEF TECHNICAL PARAMETER FOR TECHNICAL EVALUATION
(TOTAL MARKS- 70)

S NO.	Broad criteria/technical parameter	Maximum Marks
1	Number of technical staff (Consultants and Engineers) in main office: Up to 3 = 1 Mark, More than 3 and up to 5 = 3 Marks, More than 5 = 5 Marks	5
2	Experience of the firm, up to 7 yrs = 3 Marks, more than 7 yrs and up to 10 yrs = 5 Marks, more than 10 yrs and up to 15 yrs = 7 Marks, more than 15 yrs = 10 Marks	10
3	Maximum value (Project Cost) of any single project of (Structural repair/ External repair as specified) in the last 5 years as on 31.03.2018. up to Rs 2.5 crores=3 Marks, More than 2.5 crores and up to 5 Crores =7 Marks, More than 5 crores=10 Marks	10
4	Road map and in-house capability for preparation and carrying out detailed Structural design / Testing / item-wise estimates / draft tenders etc.	10
5	Having Local Office at Mumbai. Full Fledged Office = 5 Marks, Branch Office = 3 Marks, No Office = 0 Marks	5
6	Experience of having executed similar project of Structural repair/ External repair (as specified) for PSU/ Public Sector Bank/ Govt. Institution/ Multinational Company upto 2.50 Crores =5 Marks, beyond 2.5 upto 5.00 Crores = 7 Marks, beyond 5.00 Crores = 10 Marks,	10
7	Similar type of structural repair/ retrofitting work carried out for the multi-storeyed/ residential/ commercial/ institutional building in the area under the jurisdiction of MCGM, Mumbai	10
8	Use of latest Technology & Methodologies for Repairs	10
	TOTAL	70



The consultant who score maximum marks put together for technical bid and price bid shall be considered for selection.

Marks in the price bid will be evaluated as under:

The lowest offer shall be treated as base and shall be given 30 marks.

Example of calculation of marks for price bid will be as under:

Financial bid quotes of four consultants are as follows

- (i) A: 1.00 % of the cost of the project
- (ii) B: 1.50 % of the cost of the project
- (iii) C: 2.00 % of the cost of the project
- (iv) D: 2.5 % of the cost of the project

The marks will be as under

- (i) A: $1.00 \times 30 / 1.00 = 30$
- (ii) B: $1.00 \times 30 / 1.5 = 20$
- (iii) C: $1.00 \times 30 / 2.00 = 15$
- (iv) D: $1.00 \times 30 / 2.5 = 12$

Signature, name and seal of consultant
with date and place



Please pay attention: -

Henceforth you will have to fill information in various forms. While doing so please keep in mind following things:

- Information to be furnished should be crisp, to the point and precise.
- Please do not keep any field blank. In case nothing has to be filled in a particular field then please write 'Not Applicable' there.
- Supporting documentary evidences are needed for claims made in technical bid. Please keep copies of all these documents ready. Arrange them in order of appearance of their reference in technical bid. Write Annexure number in serial order on these documents in top right corner of document in bold letters. Annexed the set of these documents at the end of technical bid. Please mention correct Annexure number at relevant pages of technical bid. This will help us to evaluate the bid quickly.
- There is possibility that same document has to be mentioned as evidence at more than one place in the technical bid. In that case keep only one copy of that document and mention that particular Annexure number at every place where that particular document needs to be referred.
- The certificate from the client should clearly mention particulars of the project, scope of services offered by the consultant, actual project cost, date of completion of project, existence of green building features and opinion of client on quality of services rendered by the consultant.



FORMAT VI

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.
(A Wholly Owned Subsidiary of State Bank of India)

CIRCLE OFFICE, 3RD FLOOR, SBI LOCAL HEAD OFFICE, SYNERGY BUILDING,
 BANDRA KURLA COMPLEX, MUMBAI 400 051

FIRM - PROFILE

1	Name of the Firm	
2	Address	
3	Telephone No. with STD code & Mobile Number	
4	Fax No with STD code	
5	Primary e-mail address	
6	Alternate e-mail address	
7	Constitution of the Firm (Proprietorship Firm/ Partnership Firm/ Private Limited Company/ Public Limited Company)	
8	Date of Establishment	
9	Name of document of evidence of establishment like certificate of incorporation and its number (if any) and date of issue. (Please attach a copy)	
10	Please mention number of Structural Repair/ Retrofitting works/ projects done before 31-03-2018 (Please attach the a separate sheet detailing the above)	
11	Name of proprietor / Partners / Directors	



12	Registration Number(s) with MCGM (Please attach a copy of registration certificate)			
13	Goods & Service Tax registration number (Please attach a copy)			
14	Service Tax/ GST paid during last 3 years (amount in lacs) (Please attach proof)	Year ended on		Tax paid
		31.03.2016		
		31.03.2017		
		31.03.2018		
15	Turnover of the firm during last 3 years (amount in lacs) (Please attach proof)	Year ended on		Turnover
		31.03.2016		
		31.03.2017		
		31.03.2018		
16	Number of Consultants/ Engineers who are promoters or permanent employee of the firm (These numbers should tally with details being given in Format VII and VIII)	Consultants	Engineers	Total
17	Annexure number of list of office equipment owned by the firm			
18	If firm is not having office in Mumbai then indicate the time by which it is likely to open an office thereat			
19	Details of Bank account of firm			
	Account name (exactly as it appears on statement of account)			
	Account number			
	IFSC			
	Name of Bank			
	Branch name and branch code			
20	Name and designation of executive of the firm to whom Bank can contact for seeking information			
21	Mobile number of above contact person			
22	Annexure number of latest income tax clearance certificate			

Signature of the Consultant with seal

Date:



FORMAT VII

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

BIO-DATA OF THE PARTNERS / DIRECTORS

(SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANCY FIRM FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI)

Use separate form for each partner/director.

1	Name	
2	Designation/position	
3	Associated with the firm since	
4	Date of Birth	
5	Professional Qualification	
6	Professional Experience	
7	Professional Affiliation	
8	Details of Membership	
9	Detail of the papers published in Magazine (s) (If enclosed in separate sheet then indicate Annexure number)	
10	Annexure number of document evidencing association with the firm like partnership deed etc	

Signature of the Consultant with seal

Date:

Place:



FORMAT-VIII

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

BIO-DATA OF TECHNICAL STAFF (CONSULTANTS/ ENGINEER)

(SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANCY FIRM FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI)

Use separate form for each executive

1	Name	
2	Designation/position	
3	Associated with the firm since	
5	Professional Qualification	
6	Professional Experience	
7	Field of expertise	
8	Contact number	
9	e-mail Id	
10	Annexure number of document evidencing employment with the firm like EPF contribution etc	

Signature of the Consultant with seal

Date:

Place:



FORMAT IX

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

DETAIL OF MAJOR BUILDING REPAIRS & RETROFITTING WORK (OF Rs. 2.4 Cr AND ABOVE) COMPLETED DURING THE LAST 5 YEARS

(As on 31.03.2018)

- i) **Use separate sheet for each work**
- ii) **Mention only completed projects**
- iii) **Mention only those projects which you want bank to consider to judge your eligibility and awarding marks**

1	Name and address of the Client	
2	Client's status like Public Sector Organization / Public Sector Bank/ Government Department	
3	Name of Project	
4	Description and nature of work	
5	Location of the building with complete address	
6	Job assigned to consultant in the project like Design/ PMC etc	
7	Estimated value of project (Rs in Cr)	
8	Final value of Project (Rs in Cr)	
9	Scheduled date of start of project	
10	Scheduled date of completion of project	
11	Actual date of start of project	
12	Actual date of completion of project	
13	Reasons of cost/ time over run, if any	
14	Number of stories	
15	Height of building from ground (in meters)	
16	Number of basement (s)	
17	Annexure number of side elevation/sectional elevation showing number of basement and height of building	
18	Has client certified that the building is having Green / Energy Saving features	Yes/ No



19	Annexure number of letter received from the client regarding award of work.	
20	Annexure number of letter received from the client regarding successful completion of work.	

Note: (a) The work should have been executed by the firm under the name in which they are submitting the application.

(b) SBIIMSP will obtain the confidential report from the previous clients and the consultant shall not object the same.

Signature of the Consultant with seal

Date:

Place:



FORMAT-X

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

List of Pending Arbitration/Litigation/Suits with previous clients

(SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANCY FIRM
FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL
BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI)

<u>S. NO.</u>	<u>NAME OF PROJECT WITH NAME OF CLIENT</u>	<u>PENDING SINCE</u>	<u>REASONS FOR PENDING</u>	<u>ANNEXURE NUMBER OF SUPPORTING DOCUMENT</u>

Signature of the Consultant with seal

Date:

Place:



FORMAT XI

(TO BE SUBMITTED WITH TECHNICAL BID COVER)

List of Annexures

(Use additional sheets if necessary)

[illegible]



FORMAT XII

(TO BE SUBMITTED IN SEPRATE SEALED ENVELOPE-B)

PRICE BID

PROFORMA FOR SUBMISSION OF THE PRICE BID
(SELECTION OF STRUCTURAL CUM PROJECT MANAGEMENT CONSULTANCY FIRM
FOR THE PROPOSED STRUCTURAL & EXTERNAL REPAIRS OF BANK'S RESIDENTIAL
BUILDINGS AT SBI COLONY, KANTIPARK, BORIVALI (W), MUMBAI – 400 092)

We have understood the prequalification criteria, scope of the services to be offered, the terms and conditions for the appointment to be rendered by the Structural Consultant specified by SBIIMSPL in their technical bid as well from their standard agreement for the captioned purpose and we will abide by the same in case our proposal is accepted.

Accordingly, we now quote a total professional fee at

Fee in figures: (Percentage to the project cost)

Fee in words:

plus, GST as applicable.

We agree that the above payment of the fees will be released to us at pre-determined stages related to the progress of work based on the standard terms of SBI/ SBIIMSPL in this regard.

We, further agree that in case we fail to procure required building permissions and approval of plans by the local authorities within a reasonable time of maximum 1 (One) month, SBIIMSPL will be at liberty to discontinue our services as an Consultant for the project within their sole discretion and no fee shall be claimed by us for the project.

We agree that the income tax (i.e. TDS) as payable to statutory authorities may be deducted from the above quoted fees. I/We fully understand that SBIIMSPL/SBI is not bound to accept the lowest or any offer.

Signature, name and designation of the Authorized signatory

Date: