

National Health Authority
Government of India

EXPRESSION OF INTEREST (EOI)

Selection of Service Provider for Turn Key Work of
Refurbishment and Renovation of approximately 10,235
sqft. of space on Jeevan Bharati Building, Connaught
Place, New Delhi into office complex for
National Health Authority

INVITATION FOR PROPOSALS FROM CONTRACTORS

1. National Health Authority, an autonomous institution under the Ministry of Health and Family Welfare (MoHFW) for implementation of Pradhan Mantri Jan Arogya Yojana (PM-JAY) invites EoI from experienced contractors on turnkey project basis for refurbishment and renovation of 10,235 sq feet of space in Jeevan Bharati Building, Connaught Place, New Delhi into office complex. Experienced Service providers/ contractors with experience of executing projects of similar nature may submit their proposals as response to this EoI and credentials as per details in this Document.

2 Interested service providers who meet the pre-qualification criteria may furnish their proposals with all the necessary documents in a sealed cover along with the covering letter duly signed by an authorized signatory and a non-refundable processing fee of Rs.10,000.00 (Rupees ten thousand only) in the form of a demand draft or a pay order drawn in favour of National Health Authority on or before **28th May 2019 by 02.00 PM** at the following address.

9th Floor, Tower I
Jeevan Bharti Building,
Outer Circle, Connaught Place
New Delhi - 110001

INDEX OF CONTENTS OF EOI

PART-I : GENERAL TERMS

1. Goals of this EOI.
2. EOI issuing authority.
3. EOI processing fees.
4. Venue & deadline for submission of proposals.

PART-II : SCOPE OF WORK

1. Background.
2. Scope of work.

PART-III : BIDDING TERMS AND PRE-QUALIFICATION CRITERIA

1. Conditions under which this EOI issued.
2. Acknowledgment of understanding of terms.
3. Evaluation of pre-qualification proposal.
4. Pre-qualification criteria.
5. Pre-qualification requirement proposal.

PART-IV : ANNEXURE RESPONSE FORMATS

1. Form-1: Covering Letter.
2. Form 2 :General Details of the Organization.
3. Form 3: Financial Detail of the Organization.

PART-I : GENERAL TERMS

1. **Goals of This Expression of Interest (EOI).** Objective of this EOI is to invite proposals from reputed and experienced bidders for participation in a bid process for selection of service provider on turnkey basis for refurbishment and renovation of approximately 10, 235 Sq.ft. of space in Jeevan Bharati Building, Connaught Place, New Delhi for into National Health Authority office complex. The service providers will undertake refurbishment and renovation. The purpose of this Eoi is to bring out the details with respect to general scope of works that are deemed necessary to share with the interested bidders and to give broad idea about the work intended to be executed.
2. **EOI Issuing Authority.** This Expression of Interest (EOI) is issued by the National Health Authority (hereinafter called NHA), intended to shortlist eligible bidders. The NHA's decision with regard to the shortlisting of bidders through this Eoi shall be final and the NHA reserves the right to reject any or all the bids without assigning any reason.

SI No.	Item	Description
1.	Project Title	Refurbishment and Renovation of a floor in Jeevan Bharati Building, Connaught Place, New Delhi into NHA office complex
2	Reference Number	S12012/29/2019-NHA
3.	Project Contact Details	Mr. B. K. Datta General Manager (Administration) 7 th Floor, Tower I, Jeevan Bharati Building, Connaught Place, New Delhi-110001 Email: bk.datta@nic.in
4.	Contact No.	Ph No. <u>011-23468777</u> (O)

3. **EOI Processing Fees.** A non-refundable processing fee for Rs. 10,000.00 (Rupees ten thousand only) in the form of a demand draft or a pay order drawn in favour of National Health Authority, payable at New Delhi has to be submitted along with the Eoi response. Bids received without or with inadequate Eoi processing fees shall be liable for rejection.
4. **Pre-proposal Meeting and Site Visit:** bidders are mandatorily required to attend pre-proposal meeting on **17th May 2019, 11.00 AM**. During which potential bidders can seek clarification on their queries and doubts. Potential bidders will be given access to the site for inspection and required due diligence on **16th and 17th May 2019**. During this time, bidders will also be shown original drawings and other relevant information of the floor. Bidders are required to
5. **Venue & deadline for submission of proposals.** Proposals, in its complete form in all respects as specified in the Eoi, must be submitted on or before **28th May 2019 at 02.00 PM** at the following address:-

To,

General Manager (Administration)
7th Floor, Tower I, Jeevan Bharati Building,
Connaught Place, New Delhi- 110001
Email-
Website: www.pmjay.gov.in

PART-II: SCOPE OF WORK

Background

1. Description.

'Jeevan Bharati Building' is a multistory building owned by Life Insurance Corporation of India (Hereinafter called LIC) located at Outer Circle, Connaught Place, New Delhi. National Health Authority has entered into a contract with LIC for hiring of 10,235 Sqft of space for use as offices. NHA already uses 2 floors (9th and 7th) in Tower I of the building and this floor is required to accommodate growing strength of NHA staff. The space on the floor (exact floor number will be shared later) is currently open space with lift lobbies and staircase. The space is open and need to be converted into office space with decor suiting the NHA office as described below without much knocking down or scraping work.

2. Scope of Work.

• Broad Scope of work

(a) Civil and Plumbing

- Flooring
- False Ceiling work
- Painting
- Piping and plumbing

(b) Air Conditioning (HVAC)

(c) Integrated Building Management System (IBMS)

- CCTV
- Access control
- Public Address
- Fire Safety

(d) Provision of Office Furniture based on user requirement.

(i) Provision of Ergonomically Designed Workstations for Senior Officers including tables, file cabinets and computer-tables.

(ii) Provision of Workstations for Clerical Staff.

(iii) Provision of Cupboards for File Storage.

(iv) Creation of Storage Cabinets.

(v) Provision of room partition where required with suitable material.

(vi) Provision of support staff seating in respective rooms.

(vii) Provision of Additional File Cabinets, as required.

(e) Electrical Solutions

(i) Wiring and cable laying

(ii) Lighting with Environmentally Friendly LED Lighting.

(iii) Provision of adequate plug points for various user requirements including IT and Telecom Equipment.

- (iv) Maintenance of the assets for 5 years after installation.
- (v) Appropriate wiring
- (vi) Flexible chords
- (f) **Security Requirements.**
 - (i) Creation of Suitable partitions/ wall for Access Control.
 - (ii) Installation of One-Way opening Doors at Fire Exit Points at designated locations.
 - (iii) Arrangements for Key Management Facility for Deposit and Issue of Key. Providing Furniture for Security Staff at Various Entrances.
 - (iv) Provision of Metallic Bolts for Physical Closure of individual Offices.
 - (v) Provision of Collapsible Grills at Designated locations for Access Control.
- (g) **Other Requirements.**
 - (i) Creation of pantry as per requirements.
 - (ii) Provision of secure enclosures for strong room, tele-exchange and IT racks.
 - (iii) Requirement of Signboards as on requirement basis.
- (h) **Any other work associated with refurbishing and renovation.**

- **Assets to be created on the floor with following approximate staff strength to be accommodated (approximate, for guidance only)**

SN	Facility	Number	Admissible space (sq.ft)	Total Area (sq.ft)
1.	Library with reading lounge	1	475	475
2.	Strong Room	1	240	240
3.	UPS Room	1	240	240
4.	Officer Chambers (Exe. Dir/GM)	12	120	1440
5	Officer Support staff work stations	12	60	720
6	Consultant Work stations	70	60	4220
7.	Reception area	1	80	80
8.	Pantry with Dinning Area	1	475	475
9.	Lounge	1	240	240
10.	Toilets	1 Male, 2 Female	Appropriate size	

PART-III : BIDDING TERMS AND PRE-QUALIFICATION
CRITERIA

1. Conditions Under Which this EOI is Issued.

(a) This Eoi is not an offer and issued with **no commitment**. NHA reserves the right to withdraw the Eoi and change or vary any part thereof at any stage. NHA also reserves the right to disqualify any bidder, should it be so necessary at any stage.

(b) NHA reserves the right to withdraw this Eoi if NHA determines that such action is in the best interest of the NHA.

(c) Pre qualified and Short-listed bidders after pre-bid presentation and conference would be issued formal Request for Proposal/tender enquiry inviting their technical and financial bids at later date.

(d) Timing and sequence of events resulting from this Eoi shall be determined by NHA.

(e) Each applicant shall submit only one pre-qualification proposal as a response to this Eoi.

2. **Acknowledgement of Understanding of Terms.** By submitting a proposal, each bidder shall be deemed to acknowledge that it has carefully read all sections of this Eoi, including all Forms, Schedules and Annexure hereto, and has fully informed itself as to existing conditions and limitations.

3. Pre-Qualification Criteria.

(a) The bidder should be a Government Organizations / PSUs / PSEs / Partnership Firms / Proprietary Firms / Limited Companies under Indian Laws with an established setup in India, preferably in Delhi NCR

(b) The bidder should have completed at least three projects of similar nature, out of which at least one shall be of value not less than Rs. 3 Crores; completion report of the project from the concerned buyer should be submitted mandatory.

(c) Should have technically qualified team including but not limited to following expertise

- Structural Engineers
- Architect Engineers
- Electrical Engineers
- Interior decorators

Detailed CVs for each qualified persons shall be included in the proposal .

(d) Quality assurance policy.

(e) Financially sound firms with annual turnover not less than Rs. ten crore in each of past three financial years.

(f) The Bidder should not have been blacklisted by the Govt. of India Organisations / PSU / PSE / Govt. Depts. etc. for breach of any applicable laws

or violation of regulations or breach of contractual agreement or rendering unsatisfactory professional services, indulging into any corrupt or fraudulent activities during the last 7 (seven) years from date of issue of this EoI.

4. Evaluation of Pre-Qualification Proposal.

Following marking criteria will be used for evaluation of the Pre Qualification of the Proposal

SN	Criteria	Sub-Criteria	Highest Marks Allotted	Minimum Marks Required	Remarks/Details
1	Experience and Financial Capacity	One Similar Project more or equal to Worth 3 Crores	20	10	<ul style="list-style-type: none"> • 3 to 3.5 Crores=10 Marks, • 3.51 to 4 Crores=15 Marks, • Above 4 Crores 20 Marks)
		Government Work	10	10	Experience of at least one government contract of similar work
		Turnover at least 10 Crores	10	5	<ul style="list-style-type: none"> • 10 to 10.5 Crores=5 Marks, • 10.51 to 13 Crores=7 Marks • Above 13 Crores= 10 Marks
2	Capacity	Detailed Technical Proposal for each parameter of Work	20	10	Marks will be provided upon following parameters <ul style="list-style-type: none"> • All components Covered? • Clarity of Specifications • Details of Specifications
		Availability of Key Professionals <ul style="list-style-type: none"> • Structural Engineer-1 (10 years of experience) • Architect-1 (10 years of experience) • Electrical-engineer-1 (10 years of experience) • Interior decorator-1(5 years of experience) 	20	15	<ul style="list-style-type: none"> • Availability of the staff with required experience and qualification= 15 Marks • Additional expertise= additional 5 marks
3	Presentation	Presentation	20	15	Marks will be given by designated NHA officials
Total			100	65	At least 65 marks to be secured to be eligible including minimum marks in each parameter mentioned above

5. **Submission Of Pre-Qualification Proposal Requirements.** The pre-qualification proposal should be submitted in the sealed envelope with the following details. Bidders are requested to submit their response for the pre-qualification requirements and credentials in five parts, clearly labelled according to the following categories:-

- (a) Part I: Covering letter, processing fee.
- (b) Part II: Detail of the organization
- (c) Part III: Evidences Relevant projects experience (documents such as work orders, LoA or completion certificates)
- (d) CA certificate certifying turnover of the company
- (e) Certificate from bidder's Company Secretary or Chartered Accountant specifying whether the firm has been blacklisted as per clause 3 (f) of the EoI (Please note: self-declaration will not be entertained)
- (f) Part IV: Organizational chart showing the details of the responsible personnel who will be handling this project along with their detailed CV.
- (g) Part V: Proof of registration with appropriate bodies, quality accreditations, licensing requirements.
- (h) Detailed Specifications of all parameters of work (Civil, Electrical, HVAC, IBMS and other)
- (i) Soft and Hard copy of the Presentation: Detailed presentation of the envisaged work shall include but not limited to graphic representation in 3D visual (in relevant format) in flash drive, details of works, design and diagrams of the envisaged work. This presentation shall be submitted along with the proposal. The NHA will contact each bidder to make presentation in front of the committee, if required.

Note-1: The pre-qualification proposal shall be sealed and super scribed "**Response to Expression of Interest - for Refurbishing and Renovation for NHA Office**" on the top center of the envelope and addressed to General Manager (Administration) at the Address specified in this document.

6. **Tendering Process.**

- (a) Submission of documents and relevant elements for shortlisting.
- (b) Request for Proposal (RFP) to be issued to shortlisted bidders
- (c) Receiving and evaluation Technical and Financial Proposals
- (d) Financial proposals of technically qualified bidders will be opened and LoA is awarded to winning bidder and contract is signed on acceptance of the award.

7. **General Terms and Conditions**

- (a) Entire project will be completed within two-month duration from issue of Letter of Award.
- (b) Warranty of minimum 5 years, for the all equipment to be installed and single point maintenance service for the period of 3 years
- (c) Bidder has to maintain good quality of the work, at good pace. Bidder should have the capability to execute the work on 24x7 basis in multiple shifts to ensure early completion of the project.
- (d) Any additional scope of work required for ensuring longevity of the systems installed may be suggested after the site visit and during the presentation.
- (e) This is being a turnkey project bidder/firm will provide all methods, manpower and ensure safety.
- (f) The NHA will provide electricity on chargeable basis and water free of cost during the work
- (g) Bidder shall be single entity and no consortium is allowed. Bidder may or may not subcontract depending on the requirement but for the NHA, Bidder shall be single point of contact to conduct this turn key work

PART-IV: ANNEXURE – RESPONSE FORMATS**1. Form-1** : Covering letter – On Company/agency letter head

To,

General Manager, Admin
National Health Authority,
7th Floor, Tower I,
Jeevan Bharati Building.
New Delhi-110001

Dear Sir,

Ref:- Expression of Interest (EOI) Notice for Selection of Service Provider for Turn Key work of Refurbishment and Renovation of the floor in to the Office for National Health Authority

1. Having examined the expression of Interest (EOI), the receipt of which hereby duly acknowledged, I, the authorized signatory of _____ (insert name of the firm), intend to submit a pre-qualification requirement proposal in response to the Eoi for selection of service providers for turn key work of Refurbishing and Renovation of a floor of Tower I, Jeevan Bharati Building into Offices for National Health Authority.

2. We attach here the response as required by the EOI, which constitutes our proposal primary and secondary contacts for our firm are:-

	Details
Name of Authorised Signatory:	
Title:	
Firm name:	
Address:	
Phone:	
Mobile:	
Fax:	
Email:	

3. We confirm that the information contained in this response or any part thereof, including its exhibits and other documents is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department in its shortlisting process.

4. We fully understand and agree to comply that on verification, if any of the information provided here found to be misleading the shortlisting process, we are liable to be dismissed from the selection process or termination of the contract during the project.

5. We agree for unconditional acceptance of all the terms and conditions set out in the EOI document. We also acknowledge that we were facilitated for the sight visit for the purpose of due diligence prior to preparation of our proposal.

6. It is hereby confirmed that I/we are entitled to act on behalf of our company/corporation/firm and empowered to sign this document as such other

documents, which may be required in this connection.

Dated this _____(day)_

_____ (month) of 2019.

(Signature)

(Name of proprietor/Director)

Duly authorised to sign the tender document for and on behalf of
company (Name and address of company)

2. **Form-II:** General Details of the Firm

Details of organization	
Name of organisation	
Nature of business	
Date of incorporation	
Date of commencement of business	
Address of the registered office	

Other relevant information:- Mandatory supporting documents:-

- (a) Certificate of incorporation from Registrar of Companies (ROC).
- (b) Partnership deed in case of partnership firm.
- (c) Chartered Accountant Certificate certifying annual turnover for last three financial years.
- (d) Auditor certified financial statement for the last three financial years. And unaudited statement for the year of 2018-19
- (e) GST Certificate
- (f) IT Returns for last three financial years
- (g) Board resolution certifying Authorized Signatory

3. **Form-III:** Details of Project Completion on Turnkey Basis

{Instructions to Bidders: please add table for each project and kindly provide this information in typed format, no hand written forms will be accepted}

Project-I	
Name of the Project	
Description of the project	
Outcome of the project/Current status	
Name and contact details of the Client	
Project duration	
Total cost of the project	
Support Document attached	<i>{Instructions to Bidders: LoA, work order in case of ongoing projects completion certificate for all completed projects}</i>
Other relevant information, if any	