
	<p style="text-align: center;">EXPRESSION OF INTEREST FOR PRE QUALIFICATION OF DBOM VENDOR (DESIGN, BUILD, OPERATE AND MAINTENANCE) FOR GUEST HOUSE IN IVC CAMPUS, CHENGALPATTU</p> <p style="text-align: center;">EOI NO:- HBL/IVC/WORKS/GUEST HOUSE/01/16-17</p>	<p>Revision : 00 Date: 30/04/2016</p>
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**EXPRESSION OF INTEREST FOR PREQUALIFICATION OF DBOM
VENDOR (DESIGN, BUILD, OPERATE AND MAINTENANCE) FOR
GUEST HOUSE IN IVC CAMPUS, CHENGALPATTU**

30TH APRIL 2016

HLL BIOTECH LIMITED
MODULE 13-15, TICEL BIOPARK CAMPUS
CSIR ROAD, TARAMANI, CHENNAI – 600 113
E-mail: ramanr@hllbiotech.com
Tel: +91-44-22544978

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DISCLAIMER


HBL has prepared this document as Employer to give interested parties the background information of the Project. While HBL have taken due care in the preparation of the information contained herein and believe it to be accurate, any of its authorities or agencies nor any of their respective officers, employees, agents or advisors gives any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely on the information in submitting an EOI. The information is provided on the basis that it is not binding on HBL, any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

HBL reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the Project further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities expressing interest.

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SCHEDULE OF SUBMISSION OF (EOI)

EVENT	DATE
Sale of EOI document begins & available in website from	30-04-2016
Date for Pre bid meeting at IVC site	<u>07-05-2016@11.00 AM</u>
Last date for submission of completed EOI document	21-05-2016@ 3.00 PM
Date and Time of Opening of EOI	21-05-2016@ 3.30 PM

Applications forms can be purchased from the following address. All queries shall be addressed to and completed Application forms shall be submitted before the specified date and time at the following address:

**THE CHIEF EXECUTIVE OFFICER
HLL BIOTECH LIMITED
MODULE 13-15, TICEL BIOPARK CAMPUS
CSIR ROAD, TARAMANI, CHENNAI – 600 113
E-mail: ramanr@hllbiotech.com , sureshs@hllbiotech.com
Tel: +91-44-22544978**

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NOTICE INVITING EXPRESSION OF INTEREST


INVITATION FOR EXPRESSION OF INTEREST (EOI) FROM THE REPUTED FIRMS FOR PROVIDING DESIGN, BUILD, OPERATE AND MAINTENANCE (DBOM) OF GUEST HOUSE AT IVC CAMPUS, CHENGALPATTU

HBL intends to set up a Guest House in IVC campus, Survey No 192& 195, Thirumani Village Chengalpattu, on a DBOM basis.

Eligible firms of repute, having experience as DB M Vendors and interested in taking up the above work on DBOM basis are hereby invited to submit their "Expression of Interest" (EOI) as per the prescribed proforma to THE CHIEF EXECUTIVE OFFICER, HLL BIOTECH LIMITED, MODULE 13-15, TICEL BIOPARK CAMPUS, CSIR ROAD, TARAMANI, CHENNAI – 600 113 on or before 15:00 hrs on 21-05-2016 in a sealed cover.

The EOI document can also be downloaded from the HBL websites @ www.lifecarehll.com or www.hllbiotech.com

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DEFINITIONS

“Applicant” means a reputed Indian firm having the required experience and who has downloaded the EOI document and applied for the same.

“Application” means the EOI submitted by an Applicant interested in the Project in the prescribed format

“HBL” means HLL Biotech Limited, having its corporate office at MODULE 13-15, TICEL BIOPARK CAMPUS, CSIR ROAD, TARAMANI, CHENNAI – 600 113 who is the Owner for the proposed development.


“EOI” means Expression of Interest


“IVC” means Integrated Vaccines Complex at Chengalpattu

“DBOM” means Design, Built, Operate and Maintenance

“Project” means planning, designing and construction, equipping, operating and maintenance of Guest house in IVC, Chengalpattu on DBOM basis.


“Site” means the place where the buildings and associated infrastructures to be constructed (Integrated Vaccines Complex campus - IVC).


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**SHORTLISTING OF DBOM Vendors
FOR
DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE IN IVC
CAMPUS, CHENGALPATTU**

Part I – Enquiry Documents and Information for Applicants

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INTRODUCTION

HLL Biotech Limited (HBL), a subsidiary of HLL Lifecare Limited, (a CPSU under Ministry of Health & Family Welfare, Government of India, is implementing "an Integrated Vaccines Complex (IVC) - a project of national importance' at Chengalpattu, near Chennai. The proposed complex is a state of the art facility with cGMP compliance for manufacturing vaccines required for the immunization programme of Government of India. HLL Biotech Limited has associated with NNE Pharmaplan India Limited, hereinafter called as NP" has been appointed as "Engineering Consultants". NNE Pharmaplan shall design and engineer this facility, incorporating the latest GMP Standards and best practices. This facility shall be built as per the latest International trends and upon completion, shall be in compliance with Indian FDA (Schedule M), WHO/GMP regulations.


ABOUT THE GUEST HOUSE


1.1 HBL proposes to setup a Guest house in IVC Campus, Chengalpattu with the following specifications –

- Total number of fully furnished rooms - 25 Nos
- Facilities - Gym, Library, Central Kitchen, Swimming pool etc.
- External - Landscaped gardens, fountain, etc.

HBL proposes to get the Project executed on DBOM basis through a reputed Indian entity fulfilling the specified eligibility criteria. The DBOM Agency will be selected through the process of short listing from the EOI applicants and then inviting 'DBOM' proposal. The selected bidder shall be responsible for the complete range of activities including but not limited to the planning, design, construction, procurement, installation, testing, commissioning, operating, maintenance of all fully furnished Building, plant & machinery and running the facility for a period of 75 years and handing over of the same in totality as per "Employer's Requirement".

The responsibility of the implementing entity will be to hand over the complete facility after running along with maintenance of the facility after 75 years. The facility shall be fully operational within 16 months from the date of Work Order issued to successful bidder and

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as per the details in “Employer’s Requirement” to be provided to the short-listed Applicants along with the Request for Proposal (RFP).

1.1.1 Reputed Indian Applicants with experience in planning, designing, civil construction, equipment procurement, installation and commissioning of similar Projects, running of guest house, maintenance of services are invited to submit a detailed Expression of Interest (EOI) for the above Project in the prescribed format.

2 ELIGIBLE APPLICANTS AND ELIGIBILITY CRITERIA

2.1 Only reputed Indian firms are allowed to apply for this Project.


2.2 The firm should have implemented Guest houses with 3 star facilities on ‘Design, Built, Operate & Maintenance’ basis under Group A or Institutional building under group C of Part 4 Fire and life safety of NBC 2005 (Page 9 & 10) during last 7 years ending March 2016 according to any one of the following requirements.


- a) **Three projects each costing not less than Rs. 2 Crores or**
- b) **Two projects each costing not less than Rs 3 Crores or**
- c) **One project costing not less than Rs 5 Crores.**

One among above works should be on DBOM Basis for a minimum period of 5 years and with minimum rooms.

2.2.1 One completed work of the nature mentioned in the clause 2.2 above of not less than 25 rooms / 6 Crores with some Central Government Department/ State Government Department/ Central Autonomous body/ State Autonomous body/ Central Public Sector Undertaking/ State Public Sector Undertaking/ City Development Authority / Municipal Corporation of city formed by Government.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to last date of receipt of EOI applications.

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2.3 The applicant should have adequate technical staff. The minimum expert manpower required is as follows.

The applicant shall post a minimum of one Project head, two senior civil engineers, two electrical, one safety and one A/C Engineer at site. Adequate no. of supervisors, and skilled workmen shall be deployed. For design, the applicant should have one Senior Architect, two Junior Architects, two structural engineers, one plumbing Engineer and one electrical engineer. The applicant should submit a list of CVs of these employees stating clearly how they would be involved in this work.


The applicant shall also provide the details of staff required to run the facility for a period of 5 years and also the list of maintenance staff employed during the period.


2.4 The Firm should be profit making during at least two out of the last three financial years, ending March 31, 2015. Financial data for previous 3 years shall be submitted as per format in Annexure 3

2.5 Applicants shall not have a conflict of interest. All Applicants found to have a conflict of interest in this prequalification process shall be disqualified. Applicants shall be considered to have a conflict of interest, if:

- (a) Applicants in two different Applications have controlling shareholders in common; or
- (b) Submit more than one Application in this prequalification process.
- (c) Applicant has participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of this prequalification.

2.6 The applicant should have had an average annual financial turnover of Rs. 6 Crores on Civil construction works during the last three consecutive financial years ending 31st March 2015.

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2.7 The applicant should submit a solvency certificate of Rs. 6 Crores as on 31.03.2016 from any scheduled commercial bank of India.

2.8 The applicant should possess structural design software & adequate knowledge about green building concept and should provide credentials of their (inhouse) or out sourced green building consultant. In case the green building agency is out sourced, proof of association with the consultant shall be submitted.

2.9 The bidding capacity of the bidder should be equal to or more than the estimate cost of the work. The bidding capacity shall be worked out by the following formula:

Bidding Capacity = A*N*2-B

Where,

A = Maximum value of construction works executed in any one year during the last five years taking into account the completed as well as works in progress. **The value of completed work shall be brought to current costing level by enhancing at a simple rate of 7% per annum**


N = Number of years prescribed for completion of work for which Bids have been invited. B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which Bids have been invited.


2.10 At the time of submission of bid, the tenderer shall have to furnish an affidavit as under.

“ I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. If such a violation comes to the notice of HBL before date start of work, the Engineer-in-charge shall be free to forfeit the entire amount of Earnest Money Deposit and cancel the work. If the same is noticed after start of work, HBL have the right to terminate the contract.”

2.11 Joint Venture and Consortia are not permitted

2.12 The bidders selected after evaluation of bid will have to make a presentation

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on the design basis and methodology of implementation including scheduling and major milestones. Only those bidders who make satisfactory presentation will be eligible for final selection for issue of Request for Proposal.

3 CORRUPT OR FRAUDULENT PRACTICES

HBL requires that Applicants/Suppliers/Contractors under this contract, observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, HBL

(a) Defines, for the purpose of these provisions, the terms set forth below:

i. “corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and


ii. “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer, and includes collusive practice among Applicants/Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.


(b) Will reject a proposal for qualifying if it is determined that the Applicant recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) Will declare a Applicant/Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract / contracts, if it at any time determines that the Applicant/Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

4 AMENDMENT OF PREQUALIFICATION DOCUMENT

4.1 At any time prior to the deadline for submission of Applications, HBL either on its own or on request of the Applicant may amend the EOI Documents by issuing addenda.

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4.2 An addendum issued under the sub-clause 4.1 shall be part of the EOI Documents and shall be communicated in writing to all the Applicants who have purchased the EOI documents from HBL and will also be posted at the website of HBL.

4.3 To give Applicants reasonable time to take an addendum into account in preparing their Applications, HBL may, at its discretion, extend the deadline for the submission of Applications.

5. PROCUREMENT & COST OF APPLICATION


5.1 This EOI document can be procured from the office of The Chief Executive Officer, HLL Biotech Limited at the address mentioned below document. Alternatively it can be downloaded from the HBL websites www.lifecarehll.com & www.hllbiotech.com .


5.2 The Applicants will pay a non-refundable amount of **Rs.1000/- (Rupees One Thousand only) inclusive of sale tax** towards the cost of Application and processing of documents. This amount will be paid through a demand draft in favor of **“HLL Biotech Limited” payable at Chennai**, at the time of purchase of the document. In case the document is downloaded from the website, the demand draft shall be enclosed with the Application at the time of submission, failing which the Application shall be rejected.

5.3 The Applicant shall bear all costs associated with the preparation and submission of its Application HBL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

6. LANGUAGE OF APPLICATION

6.1 The language of the Application as well as the supporting documents shall be English.

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7. SIGNING OF THE APPLICATION AND NUMBER OF COPIES

- 7.1 The Applicant shall prepare one original set of the prequalification documents and clearly mark it “ORIGINAL”. The original of the Application shall be typed and shall be signed on all the pages by the person duly authorized to sign on behalf of the Applicant.
- 7.2 The Applicant shall submit one soft copy and 2 signed hard copies of the original Application and clearly mark them “COPY”. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 7.3 An authorized representative shall have the authority to conduct all business and incur liabilities related thereto for and on behalf of the Applicant, during the prequalification process and thereafter.

8. SEALING OF APPLICATION

The Original and the copies of the Application including the soft copy shall be sealed in a single large envelope and submitted on or before the last date and time for submission of the Application as specified in this EOI.


9. DEADLINE AND ADDRESS FOR SUBMISSION OF APPLICATIONS


- 9.1 Applications shall be submitted to HBL Ltd., by hand or through registered post or courier service at the address given below and not later than **15:00 Hrs on 21-05-2016**. In respect of Applications received by post or courier, HBL shall not assume any responsibility for any delayed delivery.

The Application should be addressed to:

**THE CHIEF EXECUTIVE OFFICER
HLL BIOTECH LIMITED,
MODULE 13-15, TICEL BIOPARK CAMPUS
CSIR ROAD, TARAMANI, CHENNAI – 600 113
E-mail: ramanr@hllbiotech.com, Tel: +91-44-22544978**

- 9.2 All envelopes shall be titled “**DESIGN, BUILD, OPERATE AND MAINTENANCE OF GUEST HOUSE FOR HBL at IVC CAMPUS, CHENGALPATTU**” and clearly marked in English with name of the Applicant.
- 9.3 HBL may, at its discretion, extend the deadline for the submission of Applications, in which case all rights and obligations of HBL and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

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10. LATE APPLICATIONS


- 10.1 Application received after the dead line for submission of Application shall not be considered or opened under any circumstances.


11. CLARIFICATIONS OF APPLICATION

- 11.1 The Applicants shall be evaluated on the basis of the Application and the supporting documents submitted by them. HBL shall not be under any obligation to seek any further information or clarifications.
- 11.2 Without prejudice to Clause 11.1 above, in order to assist in the evaluation of Applications, HBL may, at its sole discretion, ask any Applicant for any clarification on its Application which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
- 11.3 If an Applicant does not provide clarifications requested by the date and time set by HBL's request for clarification, its Application is liable to be rejected.
- 11.4 It is clarified that Applicants shall not be required to submit on their own, additional information or material subsequent to the date of submission and such material if submitted shall be disregarded. It is therefore essential to ensure that all questions are answered fully on the proforma or otherwise. The pages of the EOI document and annexures and additional information if any submitted shall be numbered sequentially and signed. General responses such as "included in brochure" without specific item reference and information without summaries are unlikely to achieve a high assessment.

12. RESPONSIVENESS OF APPLICANTS

- 12.1 An Application, which is not responsive to the requirements of the prequalification documents and more particularly the Applications, which do not pass the initial filter shall be rejected forthwith.
- 12.2 Applicants should note that this EOI Enquiry and Questionnaire is intended to provide preliminary information. The information contained herein shall not in any way be construed as binding on HBL, its agents, successors or assignees.
- 12.3 Applicants are advised that selection of turnkey developers for this Project shall be

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entirely at the discretion of HBL. Applicants shall be deemed to have understood and agreed that no explanation or justification of any aspect of the EOI process shall be given by HBL and that the results of the EOI process shall be without any right of appeal to the Applicants whatsoever.


- 12.4 All documents and other information submitted by an Applicant to HBL shall become the property of HBL. Applicants are to treat all information as strictly confidential. HBL will not return any EOI document submitted to it by the Applicants.
- 12.5 HBL shall notify successful pre-qualified Applicants. It will not entertain any query or clarification from Applicant(s) who are not short-listed in the EOI process.


13. WITHDRAWAL OF APPLICATIONS

- 13.1 No modification or substitution of the submitted application shall be allowed.
- 13.2 An Applicant may withdraw its Application after submission, provided that written notice of the withdrawal is received by HBL before the due date for submission of Applications. In case an applicant wants to resubmit his application, he shall submit a fresh application following all the applicable conditions.
- 13.3 The withdrawal notice shall be prepared in Original only and each page of the notice shall be signed and stamped by authorized signatories. The copy of the notice shall be duly marked "WITHDRAWAL".

14. RIGHT TO ACCEPT/REJECT ANY OR ALL APPLICATIONS

- 14.1 HBL reserves the right to accept or reject any or all Applications and to annul the qualification process at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.
- 14.2 Applicants should attach clearly marked and referenced continuation sheets in the event that the space provided in the EOI Document, Questionnaire or Annexure is insufficient.
- 14.3 In responding to the EOI Application, Applicants should demonstrate their capabilities, by providing material based on their experience, past performance, their personnel and financial resources
- 14.4 Applicant should at its own responsibility, risk and expenses visit and examine the site of the Project, its surroundings and obtain all information that may be necessary

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for preparing the Application for the above Project. HBL shall make no reimbursement of cost whatsoever incurred by the Applicant in the preparation of his Application.


14.5 It is expressly clarified that before submitting the EOI, the Applicant must have examined carefully the contents of all the documents and any failure to comply with any of the requirement of EOI document will be at the Applicant's risk.


15. APPLICANT'S RESPONSIBILITY

- 15.1 While submitting the Application the Applicant would submit a certification that it has:
- Made a complete and careful examination of requirements and other information set forth in this EOI Document
 - Made a complete and careful examination of the various aspects of the Project including but not limited to:
 - The Project site
 - Existing facilities and structures
 - The conditions of the access roads and utilities in the vicinity of the Project Site
 - Conditions affecting transportation, access, disposal, handling and storage of the materials.
 - Clearances required for the Project and
 - All other matters that might affect the Bidder's performance during the Construction and Operation of the Project if awarded
- 15.2 HBL shall not be liable for any mistake or error or neglect by the Applicant in respect of the above.

16. VALIDITY OF APPLICATIONS

- 16.1 Application shall be valid for a period of 180 days from the last date of submission of Applications.
- 16.2 HBL retains the right that in exceptional circumstances at its own discretion, it may ask the applicants to extend the validity of their application for a specified period. **The Applicant not submitting the letter of extension of the validity period at that time shall not be further considered.**

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SHORTLISTING OF DBOM VENDORS


FOR

**DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE
IN IVC CAMPUS, CHENGALPATTU**

.

Part II – PROJECT DETAILS AND SCOPE OF WORK

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PART II: PROJECT DETAILS AND SCOPE OF WORK


SCOPE OF WORK:


A guest needs to be constructed based on Public-Private-Partnership Arrangement [PPP]. HLL Biotech Limited [HBL] will transfer approximately 5 acres of identified land to the selected vendors for the construction of the Guest House at Integrated Vaccines Complex [IVC] campus, Chengalpattu.

The vendor has to prepare and submit the design for the guest house for the approval of HBL. The guest house will be constructed with a minimum of 25 Executive Suites along with the other common infrastructure like Gym, Swimming Pool, Parking Areas, Indoor Games, landscapes etc.

The PPP agreement will be valid for 75 years and a minimum of 5 suites will be kept reserved for HBL free of cost which will be occupied by HBL executives as and when required. Further requirement of rooms will be intimated to the vendor when in need within a week's notice.

The vendor has to maintain the guest house in a well-conditioned environment. At the end of the 75th year, the agreement can be extended based on the satisfactory performance of the vendor. Within the agreement period, if the vendors performance is not found satisfactory, HBL reserves the right to engage a 3rd party to maintain the guest house and the payment for the same will be accounted in the vendors scope.

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SHORTLISTING OF DBOM VENDORS

FOR

***DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE IN IVC CAMPUS,
CHENGALPATTU***

Part III – PROFORMA APPLICATION FORMS

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Part III - PRO-FORMA APPLICATION FORM

PRO-FORMA LETTER OF APPLICATION (on Firm's Letter Head)

**THE CHIEF EXECUTIVE OFFICER
HLL BIOTECH LIMITED
MODULE 13-15, TICEL BIOPARK CAMPUS
CSIR ROAD, TARAMANI, CHENNAI – 600 113
E-mail: ramanr@hllbiotech.com, Tel: +91-44-22544978**


(Applicant to provide date and reference)


Dear Sir,

**APPLICATION TO PREQUALIFY FOR DESIGN, BUILD OPERATE & MAINTENANCE OF
GUEST HOUSES IN IVC CAMPUS, CHENGALPATTU ON DBOM BASIS**

We, the undersigned, apply to be pre-qualified for the referenced contract and declare the following:

- (a) We are duly authorized to represent and act on behalf of _____ (hereinafter the "Applicant")
- (b) We certify that all statements made and information supplied in enclosed questionnaire Forms "1 to 5" and annexures "1 to 4" are true and correct.
- (c) We certify that we have submitted all information and details necessary for this EOI document and have no further pertinent information to submit.
- (d) We have examined and have no reservations to the EOI Document including Addenda No(s) _____.
- (e) We, for any part of the contract resulting from this pre-qualification, do not have any conflict of interest
- (f) We are attaching with this letter, the copies of original documents defining: -
 - i) the Applicant's legal status;
 - ii) its principal place of business; and
 - iii) its place of incorporation (if Applicants are corporations); or its place of registration (if Applicants are partnerships or individually owned firms).
- (g) We further declare that we have not engaged any agent or middleman for this short listing process or the tenders arising from it. We have not paid / will not be paying

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any commissions, gratuities or fees with respect to the EOI process.


- (h) HBL and/or its authorised representatives are hereby authorised to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Application, and to seek clarification from our bankers and clients. This Letter of Application will also serve as authorisation for any individual or authorised representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by HBL.
- (i) HBL and/or its authorised representatives may contact the following nodal persons for further information on any aspects of the Application:

Contact 1	Name & Address	Telephone 1	E Mail
1	S Suresh Sr Manager (Procurement) HLL Biotech Ltd, Chennai	044-22544272	sureshs@hllbiotech.com

- (j) This Application is made in the full understanding that:
- i) Applications by short-listed Applicants will be subject to verification of all information submitted for prequalification;
- ii) HBL reserves the right to:
- Reject or accept any or all Applications, cancel the prequalification process without any obligation to inform the Applicant about the grounds of same;
- (k) The undersigned declare that the statements made and the information provided in the duly completed Application are complete, true, and correct in every detail. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, the following action can be taken:
- i. **Our name shall not be considered in the short-listing process**
 - ii. **Any tender submitted by us on the basis of short-listing may not be considered.**

If any tender from us is accepted and a contract awarded to us on the basis of our short-listing, the tender acceptance may be withdrawn and the contract awarded to us cancelled with out any financial claim / Arbitration request from our side.

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NAME.....


In the Capacity of

Signed

Duly authorized to sign the Application for and on behalf of

Date

	<p>File Name :</p>	<p>EOI_GUEST HOUSE_DBOM_PREQUALIFICATION</p>	<p>Checked & Approved By</p>	<p>HLL-ID/HBL</p>	
	<p>Prepared by:</p>	<p>HBL – Procurement Division</p>	<p>:</p>		<p>Page 22 of 44</p>


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SHORTLISTING OF DBOM VENDORS

FOR

***DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE IN IVC CAMPUS,
CHENGALPATTU***

Part IV – SELECTION QUESTIONNAIRE

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Part IV - SELECTION QUESTIONNAIRE


Notes:

1. Each page of the Questionnaire and contents of forms shall be signed by the Applicant.
2. This entire Questionnaire forms shall be completed in all respects.
3. Answers to the questions relating to the various forms shall be incorporated in the respective forms only (i.e. form 2 (replies to questions 2.1 to 2.3) will be included in the contents of form 2).
4. In the box

Y	N
---	---

 'Y' denote Yes and 'N' denote No. Please tick-mark whichever is applicable.
5. The pages of the EOI Document submitted shall be numbered sequentially and the page number of each answer should be noted against the respective item below
6. Any explanation or additional information to a question in a form shall be given on separate sheets, which are to be clearly referred to as being in response to the relevant question of a form and the reference of the same shall be indicated in the form also against the relevant question.

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FORM 1- ORGANIZATIONAL INFORMATION

1.1	Project for which EOI is called: DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE IN IVC CAMPUS, CHENGALPATTU
1.2	State the structure of the Applicant's organisation (Applicants to complete / delete as appropriate) Individual company or Partnership firm Joint Venture
1.3	Provide the following: Name of Company or firm: Legal status: (e.g. incorporated private company, unincorporated business, etc.) Registered address: Year of Incorporation..... Principal place of business: Contact person: Contact person's title: Address, telephone, facsimile number and e-mail ID of contact person:
1.4	Date of incorporation of organisation. Names and titles of Directors or partners. a) Has the company or firm or any partner of the group ever failed to complete any work awarded or has been levied liquidated damage for delay in completion of work? If Yes give explanation. <input type="checkbox"/> Y <input type="checkbox"/> N a) Has the firm or company or any partner of the group been blacklisted by any Government Department / PSU. If Yes give explanation. b) Has the firm has ever been convicted by a court of law or is there any pending litigation? If Yes give explanation (Annexure 5 for Pending Litigation). <input type="checkbox"/> Y <input type="checkbox"/> N c) Has the applicant ever required to suspend any project for a period of more than 6 months continuously after commencement? If Yes give explanation. <input type="checkbox"/> Y <input type="checkbox"/> N


FORM 2: PERFORMANCE RECORD


2.1	State the number of years the Applicant has been undertaking work similar in scope and nature to the works as defined in Clause 2.2 & 2.3 of eligibility criteria.	
	Name	No. of years
	(1)
	(2)
	(3)

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<p>2.2 (a)</p>	<p>Performance Record Applicants should carefully scrutinise the Project description for DESIGN, BUILT, OPERATE AND MAINTENANCE FOR GUEST HOUSE IN IVC CAMPUS, CHENGALPATTU as elaborated in Scope of Work in this document and compile a detailed list indicating their previous experience of works, their volume and complexity, completed during the last seven years relating to planning, design, construction, equipment procurement, installation and commissioning for similar Projects as per Clause 2.2 & 2.3 of eligibility criteria. Information and documentary evidence associated with the performance and relevant experience of the Applicant shall be clearly referenced and enclosed in Form 2. The Applicant will give the above details of works in descending order of financial year. Use Annexure 1 for the purpose of 2.1 (a)</p> <p style="text-align: right;"> <input type="checkbox"/> Y <input type="checkbox"/> N </p>
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2.2 (b).	Work in Hand. Applicants should indicate, in the form below, details for each Project / contract / commitment which is in hand or anticipated to be in hand as on the 31/03/2016 and the expected year-wise value of completion of the balance works in the next two years. (Applicants are required to provide this information in Annexure 2).								
2.3.	<p style="text-align: center;">Has the Applicant executed in last 7-years, the following works:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">Architectural Planning guest House buildings with minimum 25 number of rooms</td> <td style="text-align: center; padding: 5px;">YES/NO</td> </tr> <tr> <td style="padding: 5px;">Structural Designing of guest house buildings with minimum G+2 number of floors</td> <td style="text-align: center; padding: 5px;">YES/NO</td> </tr> <tr> <td style="padding: 5px;">Construction and Commissioning of guest house buildings with minimum G+1 number of floors and 10 number of rooms</td> <td style="text-align: center; padding: 5px;">YES/NO</td> </tr> <tr> <td style="padding: 5px;">Running and Maintenance of guest house with minimum 10 number of rooms for a minimum 5 number of years</td> <td style="text-align: center; padding: 5px;">YES/NO</td> </tr> </table>	Architectural Planning guest House buildings with minimum 25 number of rooms	YES/NO	Structural Designing of guest house buildings with minimum G+2 number of floors	YES/NO	Construction and Commissioning of guest house buildings with minimum G+1 number of floors and 10 number of rooms	YES/NO	Running and Maintenance of guest house with minimum 10 number of rooms for a minimum 5 number of years	YES/NO
Architectural Planning guest House buildings with minimum 25 number of rooms	YES/NO								
Structural Designing of guest house buildings with minimum G+2 number of floors	YES/NO								
Construction and Commissioning of guest house buildings with minimum G+1 number of floors and 10 number of rooms	YES/NO								
Running and Maintenance of guest house with minimum 10 number of rooms for a minimum 5 number of years	YES/NO								


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FORM 3. STAFF INFORMATION

3.1	<p>Staff: Applicants should indicate the number of staff employed (total and at specified offices). Specify number of each member's managerial, technical and supervisory staff. This information should be only in respect of regular employees who are for more than six month with the Applicant. Name of Applicant</p>			
	Managerial (1)	Technical & Engineers (2)	Procurement specialists (3)	Supervisory staff (4)
3.2	<p>b) For the key positions essential to Project implementation, the Applicant should provide CVs incorporating, interalia, detailed data on their experience, and academic and professional qualifications. Such candidates should have been regular employees with the Applicant for at least 6 months. (Use Annexure 4)</p>			

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FORM 4- FINANCIAL INFORMATION

4.1	<p>Applicants should enclose documents, including Banking Reference, to demonstrate that they have access to, or have available, liquid assets, lines of credit and other financial means sufficient to meet the required cash flow, after meeting their commitments for other contracts and other liabilities, as indicated in Annexure 3.</p> <p>Financial information to be provided as per requirement</p>
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FORM 5- QUALITY AND COST CONTROL INFORMATION

5.1	<p>Quality Assurance Program:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 60%;">Do Applicants currently Maintenance an In-house Quality Assurance Programme?</td> <td style="width: 15%;">YES/NO</td> <td style="width: 25%;">Page No. _____</td> </tr> <tr> <td>If yes, give details.</td> <td>YES/NO</td> <td>Page No. _____</td> </tr> <tr> <td>Is your firm ISO 9001 certified?</td> <td>YES/NO</td> <td>Page No. _____</td> </tr> <tr> <td>Have you had any of your recent Projects LEED or GRIHA rated?</td> <td>YES/NO</td> <td>Page No. _____</td> </tr> <tr> <td>If yes, give details.</td> <td>YES/NO</td> <td>Page No. _____</td> </tr> </table>	Do Applicants currently Maintenance an In-house Quality Assurance Programme?	YES/NO	Page No. _____	If yes, give details.	YES/NO	Page No. _____	Is your firm ISO 9001 certified?	YES/NO	Page No. _____	Have you had any of your recent Projects LEED or GRIHA rated?	YES/NO	Page No. _____	If yes, give details.	YES/NO	Page No. _____
Do Applicants currently Maintenance an In-house Quality Assurance Programme?	YES/NO	Page No. _____														
If yes, give details.	YES/NO	Page No. _____														
Is your firm ISO 9001 certified?	YES/NO	Page No. _____														
Have you had any of your recent Projects LEED or GRIHA rated?	YES/NO	Page No. _____														
If yes, give details.	YES/NO	Page No. _____														
5.2	<ul style="list-style-type: none"> • Do you have cost control mechanism in your organisation? If yes, give details. 															

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ANNEXURE 1

**CERTIFIED SPECIFIC EXPERIENCE CHART
Completed projects**

Name and location of the project	Client's name and address	Value of the project	Duration of the project	Completed in year	Exact role*	Whether by Self or as a consortium member	If done in consortium specify the percentage share	Litigation / Arbitration (if any)	Pages in which details are provided
A	Guest house buildings with minimum 10 number of rooms and Maintenance for a minimum 5 number of years								


* Applicants are required to provide their role in the projects as follows:


- a- project planning
- b- project designing
- c- project construction
- d- any other (please provide details)

Certified that the above information provided by us is true and correct. In the case HBL detects any misrepresentation in the above our application is liable to be rejected.

Authorised Signatory

For and on behalf of _____

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ANNEXURE 1 A

CERTIFIED SPECIFIC EXPERIENCE CHART

Details of Completed projects costing Rs. 25 Crores above with some Central Government Department/State Government Department/Central Autonomous body/State Autonomous body/Central Public Sector Undertaking/ State Public Sector Undertaking/ City Development Authority/Municipal Corporation of city formed by Government


Name and location of the project	Client's name and address	Value of the project	Duration of the project	Completed in year	Exact role*	Whether by Self or as a consortium member	If done in consortium specify the percentage share	Litigation / Arbitration (if any)	Pages in which details are provided
A	Guest house buildings with minimum 25 number of rooms and Maintenance for a minimum 5 number of years								


* Applicants are required to provide their role in the projects as follows:

- a- project planning
- b- project designing
- c- project construction
- d- any other (please provide details)

Certified that the above information provided by us is true and correct. In the case HBL detects any misrepresentation in the above our application is liable to be rejected.

Authorised Signatory
For and on behalf of _____

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Annexure 2

**CERTIFIED SPECIFIC EXPERIENCE CHART
ONGOING PROJECTS**


Name and location of the project	Employer's name and address	Value of the project	Duration of the project	Expected Completion in year	Exact role*	Whether by Self or consortium member	If done in consortium specify the percentage share	Pages in which details are provided
A	Guest house buildings with minimum 10 number of rooms and Maintenance for a minimum 2 number of years							


* Applicants are required to provide their role in the projects as follows:

- a- project planning
- b- project designing
- c- project construction
- d- any other (please provide details)

Certified that the above information provided by us is true and correct. In the case HBL detects any misrepresentation in the above our application is liable to be rejected.

Authorised Signatory
For and on behalf of _____

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Annexure 3


Financial Situation


Applicant's legal name **Date**
Page **of** **pages**

	Financial Data for Previous 5 Years [Indian Rupees]				
	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:
Total Assets					
Current Assets					
Total Liabilities					
Current Liabilities					
Profits Before Taxes					
Profits After Taxes					
Net Worth [= 1 - 3]					
Working Capital [=2 - 4]					
Return on Equity [=5 / 7 of prior year]					

- Attached are copies of the audited balance sheets, including all related notes, income statements for the last three years, as indicated above, complying with the following conditions.
 - All such documents reflect the financial situation of the Applicant or partner to a JV, and not sister or parent company.
 - Historic financial statements must be audited by a certified accountant
 - Historic financial statements must be complete, including all notes to the financial statements.
 - Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods will be accepted).

Signature of authorised Signatory

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Annexure 4


Applicant's legal name Date.....
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Key Staff Bio data

Name of Applicant	
Position	
<i>Candidate Information</i>	Name of Candidate
	Date of Birth
Professional Qualifications	
<i>Present employment</i>	Name of Employer
	Address of Employer
	Telephone
	Contact (manager / personnel officer)
	Fax
Job title of candidate	Email ID
	Years with present employer

Summarize professional experience over the last 15 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project

From	To	Company / Project / Position / Relevant technical and managerial experience

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ANNEXURE- 5


Pending Litigation


Applicant's legal name **Date.....**

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Applicant must fill in this form:

Pending Litigation		
■ No pending <input type="checkbox"/> litigation ■ Pending Litigation in terms of arbitration, litigation etc. is indicated <input type="checkbox"/> below		
Year	Project Identification and Matter in Dispute	Value of Pending Claim in INR equivalent
	Project Name: Name of Employer Address of Employer Matter in Dispute	
	Project Name: Name of Employer Address of Employer Matter in Dispute	
	Project Name: Name of Employer Address of Employer Matter in Dispute	


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	<p style="text-align: center;">EXPRESSION OF INTEREST FOR PRE QUALIFICATION OF DBOM VENDOR (DESIGN, BUILD, OPERATE AND MAINTENANCE) FOR GUEST HOUSE IN IVC CAMPUS, CHENGALPATTU</p> <p style="text-align: center;">EOI NO:- HBL/IVC/WORKS/GUEST HOUSE/01/16-17</p>	<p>Revision : 00 Date: 30/04/2016</p>
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ANNEXURE-6

**LIST OF WORKS FOR WHICH GRIHA /INTERNATIONAL RATINGS
FOR GREEN BUILDINGS EARNED**

S. No	Name of Client	Name of Project	Covered Area	Cost of Work	Detail of the Project (Salient Feature of the Project)	Completion date	Rating Earned


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ANNEXURE-7

Details of Structural design Software owned by the firm

SI.No.	Name of Software, Version and other details	Date of acquirement	No. of licenses	Date of expiry of license

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ANNEXURE-8


PERFORMANCE REPORT OF WORKS

1. Name of Contractor
2. Name of work /Project & Location
3. Agreement No.
4. Estimated Cost.
5. Tendered Cost
6. Final Cost on completion of the project :
7. Date of start
8. Date of completion
 - (i) Stipulated date of completion
 - (ii) Actual date of completion
9. Amount of compensation levied for delayed completion, if any
10. Amount of reduced rate items, if any.
11. Performance Report

1) Quality of work	Very Good/Good/Fair/Poor
2) Financial soundness	Very Good/Good/Fair/Poor
3) Technical Proficiency	Very Good/Good/Fair/Poor
4) Resourcefulness	Very Good/Good/Fair/Poor
5) General behaviour	Very Good/Good/Fair/Poor

Dated:

Executive Engineer or Equivalent

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SHORTLISTING OF DBOM VENDORS

FOR

**DESIGN, BUILD, OPERATE AND MAINTENANCE OF GUEST HOUSE in IVC campus,
Chengalpattu**

Part V - PRE-QUALIFICATION EVALUATION CRITERIA

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Part V -EVALUATION CRITERIA

5.1 INTRODUCTION

This Part V, Evaluation Criteria contains the initial filters and broad criteria based on which the applicants shall be evaluated.

5.1.1 INITIAL FILTER

The initial filter is as per checklist below.

INITIAL FILTER OF APPLICANTS – CHECKLIST

Name of Applicant:

No.	Criteria	Yes	No
1	Has the Applicant abandoned any work in the last seven years or has it been blacklisted by any Government department / PSU or have any of its contracts terminated for failure to perform?		
2	Has the Applicant involved in frequent litigations in the last seven years?		
3	Has any misleading information been given in the Application?		
4	Has the Applicant suffered bankruptcy / insolvency in the last seven years?		
5	Is the Net Worth negative?		
6	Is the Applicant not having the required bid capacity for the work?		
7	Has the Applicant not completed works of planning, developing, procuring and commissioning of multi-storeyed residential building projects with minimum ten number of floors according to any of the following criteria; Three projects each costing not less than Rs. 25.20 Crores or Two projects each costing not less than Rs 37.80 Crores or One project costing not less than Rs 50.40 Crores.		

Note: A "YES" answer to any of the questions will disqualify the Applicant.


The Applicants who do not pass the initial filter test shall not be evaluated further.


5.2 EVALUATION CRITERIA

Applicants who pass the Initial Filter Test will be evaluated further based on their financial standing, technical and organizational capability and past experience and track record. The Applicants are required to submit all the necessary details including certificates from the client agencies in support of their application.

5.3 DETAILED EVALUATION

Applicants who pass the Initial Filter Test will be evaluated further based on (clause 2) their


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financial standing, technical and organizational capability and past experience and track record as per eligibility criteria in clause 2. The Applicants are required to submit all the necessary details including certificates from the client agencies in support of their application.

Criteria for Evaluation of the Performance of Contractors

Attributes		Evaluation				
(a)	Financial Strength (20 marks)					
	(i) Average annual Turnover (16 marks)	(i)60% marks for minimum eligibility criteria (ii)100% marks for twice the minimum eligibility criteria or more In between (i) & (ii)-on pro-rata basis				
	(ii) Solvency certificate (4 marks)					
(b)	Experience in similar class of works (20marks)	(i)60% marks for minimum eligibility criteria (ii)100%marks for twice the minimum eligibility criteria in between (i) & (ii)-on prorata basis				
(c)	Performance on works (timely completion) (10marks)					
	Parameter Calculation for points	Score				Maximum Marks
	If Time Over Run (TOR)=	1.00	2.00	3.00	>3.50	
	(i) Without levy of compensation	10	7.50	5	2.5	10
	(ii) With levy of compensation	10	2.50	0	-5	
	(iii) Levy of compensation not decided	10	5	0	0	
TOR= AT/ST, where AT=Actual Time; ST=Stipulated Time.						
Note:-Marks for value in between the stages indicated above is to be determined by straight line variation basis.						
(d)	Having valid and standard Structural Design Software.....	5 Marks				
(e)	Details of atleast one project successfully completed with GRIHA /IGBC rating.....	5 Marks				
(f)	Performance of works (Quality) (15 marks)					
	(i)Very Good	15				
	(ii)Good	10				
	(iii)Fair/ Satisfactory	5				
	(iv)Poor	0				
(g)	Personnel & Establishment Max. 10 Marks					
	(i) Graduate Engineer	3 Marks for each				
	(ii) Diploma Engineer	2 Marks for each (Max. 4 Marks)				
	(iii) Supervisor/Foreman (Minimum Qualification Class XII/ITI)...	1 Mark for each (Max. 3 Marks)				
	Plant & Machinery (For Civil & composite Works)..... Max. 8 Marks (Applicable for Civil Works & Composite work including services)*					
	1) Hopper Mixer.....	1 Mark for each (Max. 2 Marks)				
	2) Trucks/Tippers/Transit Mixers.....	1 Mark for each (Max. 2 Marks)				
	3) Steel Shuttering.....	2 Marks for each 800sqm (Max. 4 Marks)				
	4) Tower Crane.....	2 Marks for each (Max. 4 Marks)				

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4) Tower Crane.....	2 Marks for each (Max. 4 Marks)
5) Building Hoist.....	1 Mark for each (Max. 2 Marks)
6) Excavator.....	1 Mark for each (Max. 2 Marks)
7) Batch Mix Plant.....	2 Marks for each (Max. 4 Marks)
8) Tandem Roller.....	1 Mark for each (Max. 2 Marks)
9) Vibration Compactor.....	1 Mark for each (Max. 2 Marks)
10) Paver Finisher.....	2 Marks for each (Max. 4 Marks)
11) Hot Mix Plant	2 Marks for each (Max. 4 Marks)
12) Road Roller.....	2 Marks for each (Max. 2 Marks)
13) Electric Pump.....	1 Mark for each (Max. 2 Marks)
14) Diesel Generator.....	2 Marks for each (Max. 2 Marks)


Special Equipments

(Applicable for Electrical & A/CMax. 5 Marks

15) Electrical wire drawing equipment.....	½ Mark for each (Max. 1 Mark)
16) Torque wrench for nut/bolt/screws.....	½ Mark for each (Max. 1 Mark)
17) Primary and secondary injection equipment.....	½ Mark for each (Max. 1 Mark)
18) Dielectric strength testing machine.....	½ Mark for each (Max. 1 Mark)
19) Magnetic dial indicator for alignment.....	½ Mark for each (Max. 1 Mark)
20) Conduit Die Set.....	½ Mark for each (Max. 1 Mark)
21) Pipe Vice.....	½ Mark for each (Max. 1 Mark)
22) Bench Vice.....	½ Mark for each (Max. 1 Mark)
23) LTMegger-1000Volts.....	½ Mark for each (Max. 1 Mark)
24) LTMegger-500Volts.....	½ Mark for each (Max. 1 Mark)
25) Tong Tester.....	½ Mark for each (Max. 1 Mark)
26) Multi meter.....	½ Mark for each (Max. 1 Mark)
27) Hydraulically operated crimping machine.....	½ Mark for each (Max. 1 Mark)
28) Hand operated crimping machine.....	½ Mark for each (Max. 1 Mark)
29) Earth Tester.....	½ Mark for each (Max. 1 Mark)
30) Test bench for light fittings.....	½ Mark for each (Max. 1 Mark)
31) Core cutting machine.....	½ Mark for each (Max. 1 Mark)
32) Oil testing set.....	½ Mark for each (Max. 1 Mark)
33) Portable Drilling machine.....	½ Mark for each (Max. 1 Mark)
34) Pipe Vice.....	½ Mark for each (Max. 1 Mark)
35) Bench Vice.....	½ Mark for each (Max. 1 Mark)
36) Multi meter.....	½ Mark for each (Max. 1 Mark)
37) Tong tester.....	½ Mark for each (Max. 1 Mark)
38) Steel/Aluminum ladder.....	½ Mark for each (Max. 1 Mark)
39) Thermometer.....	½ Mark for each (Max. 1 Mark)
40) Anemometer.....	½ Mark for each (Max. 1 Mark)
41) Sound level meter.....	½ Mark for each (Max. 1 Mark)

Applicable for Fire Protection System.....Max. 2 Mark

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	42) Crane, slings, Rope, Steel rope, D-Shackle.....½ Mark for each (Max. 1 Mark) 43) Grinding M/C.....½ Mark for each (Max. 1 Mark) 44) Cutting M/C(Dewalt)..... ½ Mark for each (Max. 1 Mark) 45) Welding M/C.....½ Mark for each (Max. 1 Mark) 46) Gas cutting set.....½ Mark for each (Max. 1 Mark) 47) Hole saw cutter.....½ Mark for each (Max. 1 Mark) 48) Ladder.....½ Mark for each (Max. 1 Mark) 49) Derik.....½ Mark for each (Max. 1 Mark) 50) Pipe wrench.....½ Mark for each (Max. 1 Mark) 51) Welding Rod.....½ Mark for each (Max. 1 Mark) 52) Safety PPE (Helmet, Shoes, Goggles, Safety harness, gloves etc).....½ Mark for each set (Max. 1 Mark) 53) Mobile scaffold.....½ Mark for each (Max. 1 Mark) 54) Fire extinguishers.....½ Mark for each (Max. 1 Mark) 55) Hydraulic test machine..... ½ Mark for each (Max. 1 Mark) 56) Pressure gauge.....½ Mark for each (Max. 1 Mark)
(h)	For ISO 9001-2008 certificate - 5 bonus marks [minimum weightage of 50% is not applicable for (h)]

Note:

1. To become eligible for short listing the bidder must secure at least fifty percent marks in each and sixty percent marks in aggregate.


2. HBL, however, reserves the right to restrict the list of such qualified contractors to any number deemed suitable by it.

3. Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has:-

- a. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document,
- b. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc.

4. Minimum 50% Marks required in all above heads except attribute 'h' (ISO Certification) but overall aggregate should be 60% Marks.

5. Only these bidders who make satisfactory presentation will be eligible for final selection for issue of Request for Proposal.__

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