



सिद्धिमूलं प्रवचनम्
भा. प्र. सं. इन्दौर
IIM INDORE

INDIAN INSTITUTE OF MANAGEMENT INDORE

Prabandh Shikhar, Rau-Pithampur road, Indore – 453556
(M.P.) India

NIT No: NIT/IIMI/PROJECT/03/2015/15

INVITATION OF

EXPRESSION OF INTEREST

For

**PROVIDING CONSULTANCY SERVICES FOR
MODERNIZATION, UP-GRADATION & AUTOMATION OF
ELECTRICAL POWER SUPPLY SYSTEM AND BUILDING
AUTOMATION SYSTEM**

At

INDIAN INSTITUTE OF MANAGEMENT INDORE

Last date of Bid Submission	June 11, 2015 upto 3:00 pm
Date of Bid Opening	June 11, 2015 at 3:30 pm

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NOTICE INVITING EXPRESSION OF INTEREST

Name of work: Providing consultancy services for modernization, up-gradation & automation of electrical power supply system and building automation system.

Expression of Interest (EOI) is invited from reputed Consultancy firms / registered service providers and having proven professional capabilities in the conducting primary survey and data aggregation/Analysis, designing of SCADA/ BMS, Electrical, building automation system, electronics & mechanical Systems. Indicative cost of the scheme will be around Rs. 800 Lakhs (Approx). Interested parties may forward the application in the prescribed format along with required / supporting documents and a processing fee of Rs. 5,000/- payable in the form of demand draft or pay order of any nationalized bank in favor of "Indian Institute of Management Indore" Payable at Indore. The processing fee is non-refundable. The EOI can be submitted to The Chief Engineer, Project Department IIM Indore, Rau-Pithampur Road, Indore -453556. Detailed instructions & Application format can be downloaded from <http://www.iimidr.ac.in/iimi/index.php/tenders>, or <http://eprocure.gov.in/epublish/app>. Last date of receipt is June 11, 2015 upto 3:00 P.M.

Important dates & data:

Start Date of Issuing Tender Documents	May 21, 2015
Tender processing fee	5,000/-
Pre - Bid Meeting	June 5, 2015 at 3:30 pm
Venue of Pre-Bid meeting	Project Dept, IIM Indore
Last date of Bid Submission	June 11, 2015 upto 3:00 pm
Date of Bid Opening	June 11, 2015 at 3:30 pm

Date: May 22, 2015

Chief Engineer

Scope of consultancy services

Section – I

Introduction:

IIM Indore is one of the premier Management Institutes formed as part of the second generation of IIMs, established by the Government in 1996. The Institute is located on a picturesque hillock overlooking Indore all around. The main Faculty & Academic blocks were designed by a leading Consultant of the country. The concept adopted and theming embodied for the main building is livid and vibrant.

The Institute is already having 04 nos. of Electrical Utility substations and number of infrastructures in terms of academic classrooms, faculty offices, student hostels and other management development centers. We are now looking forward to configurate them as a smart building in all its derivatives and make it a world class one with right ambience and green environment. The various facilities where an uplift and improvement in the electrical, electronics and mechanical proposed are given below.

Scope of Work:

The various locations where BMS/SCADA, HVAC, Electrical, electronics & Mechanical works proposed are mentioned below:

1. Redesigning / Up-gradation of the existing Electrical Utility substation-I, 33/11 KV and 11/0.433 KV Distribution system with 1600 KVA capacity and Power back up plan for the same.
2. Redesigning/Up gradation of existing Utility Substation –II with 11/0.433 KV substation and distribution system with 2500 KVA capacity and power back up plan for the same.
3. Redesigning/Up gradation of existing Utility Substation –III with 11/0.433 KV substation and distribution system with 1000 KVA capacity and power back up plan for the same.
4. Ring main system/Master control center design for electrical power back up of all four utility substations.
5. Exploring & Designing of rooftop Solar Photo voltaic system for internal, street lighting & hot water for all executive, faculty & staff residences.
6. Integration of all utility substations for remote monitoring and controlling through SCADA/BMS systems. Implementation of power management system (PMS) that will monitor the electrical system parameters, Report generation & SMS alert in case of any abnormality in the system for timely action.
7. Redesigning/up gradation of Existing HVAC systems. Automation and temperature control of HVAC system by using latest technology etc.
8. Survey & planning of installation of CCTV camera at various locations at IIM Indore as per CISF recommendations.
9. Planning for secure cable laying network through construction of RCC Cable trench at various locations.
10. Upgradation of EPABX system & installation of communication device at security watch towers.

11. Planning & designing of Public addressing systems for emergency communication.
12. Designing of Audio, Video, Conference systems with catwalk services above false ceiling at new auditorium in sports complex.
13. Firefighting/smoke detector systems at various building & auditoriums.
14. Energy audit by competent energy auditor.
15. Design of single line diagram (SLD) covering entire electrical system with all requisite protection.
16. Formulation of equipment layout & associated schematic diagram.
17. Upgradation Power supply system consisting of incomer supply, distribution and cabling systems including breakers, transformers, capacitor bank, Neutral grounding systems, bus bar, power control panel and street light poles with connecting cables.
18. Designing of Sensitive Lightning, Earthing & fire protection system for various building, utilities, library & auditorium etc.
19. Planning for Access control system at various offices in academic zone.
20. Feasibility study for additional 33 KV HT line with back up support as a stand by source.
21. Planning & implementing energy saving illumination design by LED lights at street light, watchtowers & high mast towers.
22. Evaluation & Design of phase out plan of electrical & HVAC system adoption of state of art energy saving systems.
23. Any other similar features to integrate into an IBMS and reduce operative cost.

Eligibility Criteria for Pre-qualification

Section – II

1. The Consultant or Lead Consultant shall have more than 5 years experience in the field of Consultancy of the BMS/SCADA, Electrical, Substations works (upto 33kv), Audio-visual/Electronics, HVAC, Renewable energy, energy efficiency and green building sector, Installation of CCTVs, access control & Fire detection alarm & control system.(Form C)
2. The consultant must have completed at least 03 assignments in the area mentioned above.
3. They shall submit self attested copies of all certificates and registration, which are required to substantiate their eligibility.
4. It is desirable that a minimum of 50% of the key professional staff employed by the firm shall be permanent employees of the firm.
5. Curriculum Vitae of only key persons / lead person are to be submitted in respect of Electrical, SCADA/BMS, CCTV, HVAC, EPABX, Electronics & mechanical works etc., if such professional are employed by the Consultant or Firm.
6. The participating Consultancy firm should have valid Service Tax Number / PAN / WCT / TAN / EPF / VAT etc. Attested copy to be enclosed.
7. Copies of registration / empanelling with other organization if any, may be attached with complete mailing address.
8. If any misleading or false representation or deliberately suppressed the information in the application will lead to disqualification.
9. Completion certificate from the client should be submitted as proof of having done similar work.
10. Firm's shortlisted based on pre-qualification criteria will be called upon to present the scheme.
11. Further short listing will be done based on the scoring in presentation and their financial bid will be opened.

Selection Procedure:

Section – III

The selection of consultants for providing consultancy services for modernization up-gradation & automation of electrical power supply system and electronics & mechanical works will be processed under following two steps:

Step 1:

- The applications / expression of interest received against this notification will be scrutinized and a short list will be prepared.
- The short listed consultants will be called upon to participate in a design competition among them.

Step 2:

- A duly constituted Jury / Board of Assessors will select one or more designs based on the QCBS (Quality and cost based selection) of design concept.
- Details of the procedure of presentation of design concept on a competitive basis, and design brief will be dispatched to the short listed consultancy firms separately.

Execution Mode:

The work as a composite one will be tendered for execution. All eligible parties/ contractors will be able to participate on the tender process.

1. Consultancy firm having minimum of 5 years' experience fulfilling the eligibility criteria enumerated in Section – II, shall participate in the selection process.

Application and envelopes should be super scribed with "Tender for providing consultancy services for modernization, up-gradation & automation of electrical power supply system and building automation system."

2. A Committee constituted by the Director, IIM Indore, will evaluate the eligibility / pre-qualification documents submitted by the Consultants and will prepare a short list. Decision of the Committee shall be final and binding to all.
3. There shall be a concept design presentation by the short listed Consultants. For design presentation purpose, Utility-II substation, HVAC system, New Auditorium & Main academic block/ buildings will be identified to integrate SCADA/BMS, CCTV & automation system. All short listed Consultants will have to come up with their innovative for up gradation/new design of these four areas.

4. Details of client requirement and modus of competition, date and time etc., will be intimated individually to each short listed Consultant.
5. Mere listing in the short list does not confer any right on any of the parties to receive invitation to participate at a later date.
6. Consultants selected to make presentation of concept design is expected to possess all state of art software related to 3D design / simulation/AutoCAD/ETAP and shall be able to present 'walk through' showing all the internal / external features based on the nature & scope of work.
7. Separate sheet may be attached for furnishing details or credentials.
8. IIM Indore may call for additional information if necessary in support of their eligibility.
9. A committee to be constituted by Director IIM Indore will evaluate all the proposals based on the information submitted and subject to fulfilling the conditions as mentioned for short listing the firms for second stage bidding process.
10. All the documents submitted shall be signed by the authorized signatory and stamped.
11. Application received will not be acknowledged nor will late application be accepted.
12. If the applicant is a joint venture consortium, they must submit an affidavit signed by all the members of the participating organization and attested by a notary.
13. The short-listed Consultants / firm shall not modify the existing status quo during the tenancy of engagement with IIM Indore without prior approval of IIM Indore.
14. Short listed Consultant shall be invited to take part in the design presentation as and when informed of. If they do not participate in the process, they will be liable to be removed from the approved list.
15. There will be a Board of Assessors to adjudicate the design presentation and expert from the field of Consultants and other professions, will constitute the Board.
16. IIM Indore is not liable to furnish any information or give any reasons for accepting / rejecting or the award of marks at any stage of evaluation and related to any part of selection process.
17. Details of eligibility criteria, that shall be followed for short listing and the marking system is given at Annexure – IV.
18. The Institute reserves the right to issue amendments, additions, and deletions etc at any stage of the selection process, which shall be binding on all parties.
19. All applicants are advised to visit the website of IIM Indore regularly for updates about this Expression of Interest.

20. Applicant should sign each page of the documents and submit the interest in the Performa given at Annexure – II.
21. The documents and other information provided by the IIM Indore shall remain confidential and information submitted by the applicant will remain the property of IIM Indore.
22. The Institute reserves the right to amend, alter, modify, add or delete in part or full any requirements or terms & conditions including date of submission and other information at any time during the process and call off this notification without assigning any reason.
23. Applicants are not allowed to seek extension of time for submitting their application.
24. Applicant should not have been black-listed by any Central / State Government / Public Sector Undertaking in India or parent country/country of origin.

Section - IV:

Marking Criteria Scoring method & minimum marks:

1. Consultancy Services work taken up during the last five years ending 31st March 2015 and completed / ongoing (attested copies of audited balance sheet along with Income Tax Return filed with I.T. Department to be enclosed).
2. Certificate from the clients indicating nature, extent and cost of works must be attached.
3. The Consultant should have an turnover in terms of professional fee of not less than Rs 20.0 Lakhs per annum.
4. Consultancy firms having Internal and external electrical works, SCADA/BMS systems, CCTV and HVAC, Electronics & mechanical design specialist may furnish a list of professional / key personnel on their regular payroll in form "B"
5. Minimum 50 % marks required for short listing.
6. Annexure-IV will be referred for evaluation Criteria for Short Listing.

PARTICULARS OF THE CONSULTANTS FIRM: PROFILE OF THE FIRM

CATEGORY BMS/SCADA/Electrical/HVAC		
1.	Name of the firm	
2.	Address a) Present	
	b) Permanent	
3.	Telephone No. a) Land	
	b) Mobile	
	c) Fax	
	d) E-mail	
	e) Website	
4.	Constitution of the Firm	
5.	Year of Establishment	
6.	Names of Partners / Associates	
7.	Bio-Data of Partners (may be given in Form 'B')	
8.	Registration Number with CoA etc	
9.	Name and value of major works carried out during last 5 years (details may be given on Form 'C')	
10.	List of Technical persons employed (Bio-Data to be attached)	
11.	List of Consultants engaged by the Firm for services	
12.	Banker's Name.	
13.	Latest I.T.C.,	
14.	List of other organizations, where the Firm is registered with	
15.	Particulars of membership if any.	
16.	If the Firm has any branch office in Madhya Pradesh, please indicate the address.	

Signature & Seal of the Consultant

*** BIO-DATA OF PARTNERS / ASSOCIATES / DIRECTORS/KEY PERSONNELS**

1.	Name	
2.	Association with the Firm since	
3.	Date of Birth	
4.	Professional Qualification	
5.	Professional Experience	
6.	Affiliation / Registration	
7.	Membership in BEE/IEEE etc	
8.	Details of cost effective methods adopted in Design Theme, if any	

* Separate sheet may be given in respect of each person.

Signature & Seal of Consultant

Form 'C'**Details of Similar Consultancy Works Completed during the last five Years
Ending April 30, 2015**

Category	Sl. No	Name of Project	Client Name & Address	Completed Cost	Date of Completion	Cost of Work
1. Academic Institution	1. 2. 3. 4.					
II. Corporate Offices	1. 2. 3. 4.					
III. Star Hotels or Industry	1. 2. 3. 4.					

Note: I) The credentials / certificate issued by the client to be enclosed
II) The work should have been executed by the firm under the name in which they are submitting the application.

Signature & Seal of Consultant

Form – D

LIST OF MAJOR SCADA/BMS, ELECTRICAL, ELECTRONICS, MECHANICAL WORKS ON HAND						
Category	Sl. No	Name of Project	Client Name	Value	Date of Start	Value of Work
I. Academic Institution	1. 2. 3. 4.					
II. Corporate Offices	1. 2. 3. 4.					
III. Star Hotels/Industries.	1. 2. 3. 4.					

Note: Work Order / Copy of Agreement to be submitted

(Signature & seal of the Consultant)

Form– E

Undertaking furnished by _____ (Name of consultant)

1. Willing & capable to work on as a system integrator to implement the whole system.
2. They are in agreement with OEM of the offered system to acquire the required licenses, rights, arrangement etc.
3. Shall be all cost amounted with the preparation, presentation demonstration & submission of any required documents.
4. The solution proposed shall be based on latest technology & as per approved guidelines.

(Signature & seal of the Consultant)

LIST OF DOCUMENTS TO BE FURNISHED

1. Constitution of Firm (Copy of registration to be enclosed).
2. Audited balance sheet of last 5 years and annual turnover should not less than Rs 20 Lacks.
3. Latest Income Tax Clearance or Income Tax Returns of last 3 years.
4. Service tax/PAN/EPF registration copy.
5. Particulars of the firm as per Form-A
6. Power of Attorney if any.
7. Bio-Data of the Partners – Form – B
8. List of major Consultancy Services rendered during the last 5 years(Form – C).
9. List of major works for which Consultancy Services are being rendered or on hand – Form D
10. Form E- Undertaking
11. Organization structure, manpower etc.,
12. Completion certificate received from the clients in last 05 years.
13. Memorandum of Understanding / Agreement with Collaborations / Consortiums etc., if any
14. Processing Fee Challan/DD/Bankers Cheque.
15. Registration with Council of Consultancy
16. Registration with any other Bodies.

(Signature & seal of the Consultant)

FORMAT OF COVER LETTER FOR EXPRESSION OF INTEREST

From:

To:

The Director,
IIM Indore,
Prabandh Shikhar,
Rau-Pithampur Road,
Indore – 453556.
Madhya Pradesh.

Sub: Submission of Expression of Interest for consultancy services.

Dear Sir,

1. We have examined the details given in the Expression of Interest provided by IIM Indore for consultancy services.
2. We hereby submit all the necessary information and relevant documents for our participation in the procedure for short listing of applicants as part of the selection process.
3. The submission is made by us / me on behalf of _____ in the capacity of _____ duly authorized to submit the Expression of Interest.
4. We accept to abide by the Terms & Conditions of the selection process.
5. We give consent to IIM Indore, to approach individuals or organization to verify our credentials.
6. We give consent for public exhibition & publication of material submitted by us and shall not claim any royalty from IIM Indore in this regard.
7. We are submitting our complete set of documents as listed below:

Yours faithfully,

Signature of Applicant,

Name
Designation
Email & contact No.
Seal.

Annexure – III

PROCESSING FEE

The processing fee of Rs. 5,000/- shall be submitted along with the Application form. The fee may be drawn as Demand Draft / Bankers Cheque in favour of "The Director, IIM Indore, Prabandh Shikhar, Rau-Pithampur Road, Indore – 453556, Madhya Pradesh" on a scheduled bank. Application without processing fee will be summarily rejected.

Details of Demand Draft / Bankers Cheque may be furnished as below:

Category No:

DD No:	Date	Amount	Issuing Bank	Branch Name	

(Signature & seal of the Consultant)

MARKING CRITERIA**Preparing of Short List of consultant Applicants****Evaluation Criteria for Short Listing**

Name of Applicant :
 Address :
 Contact Details :

Sl. No	Criterion	Maximum Marks	Awarded Marks	Copy of supporting documents . (Yes / No)
1.	Registration of firm as electrical consultant.	5		
2.	Years of experience: Upto 5 years - 2.5 marks For every additional years @ 0.25 subject to a maximum of 10 more years	5		
3.	Professional strength of the head Consultant who is principal owner / partner i) B. Tech/B.E. with 10 year standing - 1 mark ii) Specialization in SCADA/BMS designing - 1 mark iii) Awards / Honors - 1 mark iv) Certificate for distinguished service - 1 mark v) Representation in national / international professional - 1 mark	5		
4.	Professional man power strength of the firm i) Consultant with B.Tech/B.E. (Electrical / Electronics / Mechanical) (other than head) Consultant - 1 mark ii) Consultant with SCADA specialization 1 mark each, subject to maximum 4 marks for 4 personnel iii) Consultant with masters Degree / PG Diploma in Electrical design - 5 mark	10		

Sl. No	Criterion	Maximum Marks	Awarded Marks	Copy of supporting documents . (Yes / No)
5.	<p>Experience of designing of BMS/SCADA, HVAC & MEP of building for the last 3 years.</p> <p><u>5.1. Academic Institutions / Universities :</u> Total Marks - 10 5.1.1. Cost of works < Rs. 50 lakh @ 0.7 marks per work subject to maximum 2 marks 5.1.2 Cost of works > Rs. 50 lakhs and < Rs. 150 lakhs @ 1.5 marks subject to a maximum of 3 marks 5.1.3. Cost of works > 150 lakhs and above @ 2 marks subject to a maximum of 5 marks.</p> <p><u>5.2. Corporate Offices:</u> Total Marks -10 5.2.1 Cost of works < Rs. 50 lakhs @ 0.7 marks, subject to a maximum of 2 marks 5.2.2 Cost of works > Rs. 50 lakhs and less than Rs. 150 lakhs @ 1.5 marks, subject to a maximum of 3 marks 5.2.3. Cost of works > Rs. 150 lakhs @ 3 marks, subject to a maximum of 5 marks</p> <p><u>5.3 Star Hotels & Convention Centers/Industries:</u> Total marks – 10 5.3.1.Cost of works costing < 100 lakhs @ 0.7 marks, subject to a maximum of 3 marks 5.3.2. Cost of works costing > Rs. 100 lakhs and < Rs. 200 lakhs @ 1.5 marks, subject to a maximum of 3 marks 5.3.3. Cost of works costing > Rs. 200 lakhs @ 2.0 marks, subject to a maximum of 5 marks.</p>	<p>10</p> <p>10</p> <p>10</p>		
6.	<p>Cost of work designed - max marks – 15 (for the past 5 years ending 31st march 2015)</p> <p>6.1 Value of Electrical Works upto Rs. 50 lakhs - 4 marks 6.2 Value of Electrical Works from Rs. 50 – 100 lakhs - 4 marks @ 2 marks for every 25 lakhs above 50 lakhs, subject to a maximum of 4 marks 6.3 Value of Electrical Works costing more than Rs. 100 lakhs – 7 marks @ 2 marks for every 25 lakhs, above 100 lakhs, subject to a maximum of 7 marks.</p>	15		
7.	<p>Green certification received from IGBC/LEED etc. for any BMS/SCADA ,HVAC , Electrical works for consultancy services, max marks : 10 7.1 Platinum / 5 star -10 7.2 Gold / 4 star -5 7.3 Silver / 3 star -2</p>	10		

Sl. No	Criterion	Maximum Marks	Awarded Marks	Copy of supporting documents (Yes / No)
8.	Financial capability max marks –10 8.1 Fees received for the last 3 years ending march 31, 2015 8.1.1 Upto Rs. 30.00 lakhs – 2 marks 8.1.2 Rs. 30.00 – 45.00 lakhs – 2 marks 8.1.3 Above 45.00 lakhs @ 2 marks for every Rs. 25.00 lakhs or part thereof, subject to a maximum of 6 marks.	10		
9.	Awards / Certificates / Commendation received – Max Marks 5 9.1 Award from Council of Architects – 2 marks 9.2 Award / Certificate from Government Bodies – 1 mark 9.3 Award / Commendation from Professional Bodies – 1 mark 9.4 Award / Recognition / Cash Prize from other Bodies / Institutions / Organizations – 1 mark	5		
10.	In house software availability for design presentation / in house knowledge based on i) BIM / - 2 Mark ii) 3D Architecture - 1 Mark iii) ETAP/Auto Cad (Electrical)- 2 Mark	5		