

EXPRESSION OF INTEREST

FOR

RENOVATION & REFURBISHMENT WORKS

FOR

SETTING UP OF SUB REGISTRAR OFFICES

AT

16 LOCATIONS AND 5 MODEL OFFICES

ACROSS

STATE OF UTTARAKHAND

EXPRESSION OF INTEREST (EOI)

RENOVATION & REFURBISHMENT WORKS FOR SETTING UP OF SUB REGISTRAR OFFICES AT 16 LOCATIONS AND 5 MODEL OFFICES ACROSS STATE OF UTTARAKHAND

The Department of Stamps and Registration invites Expression of Interest (EOI) for its Sub-Registrar offices from interested parties under Two-Part Open Competitive Bidding Process for “Renovation & Refurbishment Works For Setting Up Of Sub Registrar Offices At 16 Locations And 5 Model Offices Across State Of Uttarakhand”

1. Brief Scope of work:

The brief scope of work shall include but not limited to carrying out refurbishment works as per proposed plan to accommodate space in each work location for 2 cabins, 6 cubicles including conference rooms, washrooms, record rooms, common public spaces, etc. Scope involves replacement of flooring, false ceiling, electrical fittings, lighting, painting, supply & installation of office furniture, storage units, etc. as a Unit Rate Contract which will remain valid till completion of works as defined below:

S. No.	Package Description	EMD/Bid Security Amount (Rs.)	EOI Due Date
1	Renovation & Refurbishment Works For Setting Up Of Sub Registrar Offices At 16 Locations And 5 Model Offices Across State Of Uttarakhand	3,00,000/-	5 th September, 2023

Department is planning to carry out repair and painting works in its 16 SRO offices mentioned below:

Sr No	Distrcits Name	SRO name	Area of land	Buid area
1	UdhamSingh Nagar	Sitarganj	397 sq mtr	250 sq mtr
		Rudrapur	1380 sq mtr	1030 sq mtr
		Kashipur	1080 sq mtr	960 sq mtr
		Kiccha	270.67 sq mtr	270.67 sq mtr
		Bajpur	613.47 sq mtr	178.39 sq mtr
2	Pauri Garhwal	Kotdwar	7225 sq ft.	7225 sq ft.
3	Dehradun	Vikasnagar-1st	0.077 hectare	0.077 hectare
		Vikasnagar-2nd	0.077 hectare	0.077 hectare
		Rishikesh	304 sq mtr	304 sq mtr
4	Haridwar	Haridwar-1st	685.6 sq mtr	374.6 sq mtr
		Haridwar-2nd	685.6 sq mtr	374.6 sq mtr
		Roorkee-1st	245.605 sq mtr	52.78 sq mtr
		Roorkee-2nd	245.605 sq mtr	52.78 sq mtr
		Laksar	0.432 hectare	0.021828 hectare
5	Nainital	Halwani-1st	283.92 sq mtr	283.92 sq mtr
		Halwani-2nd	283.92 sq mtr	283.92 sq mtr

5 SRO offices has been selected for the model office of the department mentioned below:

Sr No	Name of the District	SRO name
1	Dehradun	Vikasnagar-1st & 2nd
		Rishikesh
2	Haridwar	Haridwar-1st & 2nd
3	Udham Singh Nagar	Rudrapur
4	Nainital	Haldwani-1st & 2nd

Architect shall be engaged for providing following services:

- a. Existing Survey.
- b. Site Appraisal and Suitability.
- c. Site Planning.
- d. Landform and Grading.
- e. Surface Drainage Design and Water Management.
- f. Architectural, Structural, Plumbing & Electrical Design considering Fire safety measures, Disaster resistance technology including Earthquake and Cyclonic storms.
- g. Open Space Design - hard and soft areas.
- h. Plantation Design.
- i. Interior design.
- j. Structures and Features.
- k. Illumination Design.
- l. Graphic Design and Signage.
- m. Co-ordination of external services.

The selected firm is required to provide the following services;

1. Providing Bill of Quantity and estimated project cost for actual work execution.
2. Periodical supervision of progress of work and certification/verification of contractor bills.
3. Architect shall submit the Project Plan along with the schedule for the project at this stage.
4. Architect shall maintain all registers, necessary documents i.e. Certification on QA and QC of the work, Deviation document, Guarantee /warranty, Approved sample results/test certificates.
5. Architect shall submit the verified and certified bill along with all the necessary documents as stipulated in the RFP for selection of work executing agency, QA & QC report, inspection report, defect report etc.
6. Architect shall make sure for adoption of best practices.

Details of Area:

Work is to be carried out across different work locations in state of Uttarakhand. Bidder needs to visit the site to understand the scope of work and get acquainted with the area, local conditions, availability of resources etc.

2. Bid Fee & Timelines:

Interested parties meeting the pre-qualification criteria specified in this document can request for Bid Document and participate in the bidding process by submitting their Expression of Interest (EOI) not later than 20th August, 2023. Request for Bid Document / EOI will not be entertained beyond this deadline. Any payment of Tender Participation Fee by Bidder who does not meet the pre-requisites of EOI within stipulated timeline will not be refunded.

Interested parties to submit details of Tender Purchase Fees deposited along with a covering letter duly stamped and signed by an authorized signatory clearly indicating the Tender Reference Number, your expression of interest for participating in the tendering process and indicating name of authorized person, contact number / e-mail id (mandatory) on Bidder's letterhead to aighq-sro-uk@nic.in on or before the due date.

Detailed Bid Documents/Tender Documents (also referred as RFP) shall be issued through Government-e-Marketplace (GeM) to the parties who have submitted valid EOI meeting abovementioned requirements are received by the deadline mentioned above.

3. EMD/Bid Security (To be submitted only along with bid and not with EOI):

Interested parties to note that Bid Security is NOT required with the EOI. Bid Security of Rs. 3,00,000/- is required to be submitted only along with the Bid (to happen after EOI and issue of Tender Document to valid EOI participants). Bid Security should be in the form of Bank Guarantee (format will be provided with tender documents). Bids not accompanied by an acceptable Bid Security shall be rejected by the Owner as being non-responsive.

4. Pre-Qualification Criteria:

Interested parties to note that Bidder shall be required to fulfill the following pre-qualification criteria and will be required to submit relevant supporting documents to demonstrate their qualification during the bid submission against Tender document/ RFP (not with EOI).

- The bidder should have previous experiences of designing corporate spaces of at least 1,00,000 Sq. Ft. in the same classification.
 - The bidder should have an average annual turnover of at least Rs. 2 Crores during preceding three financial years.
 - Bidder must have experience of executing a single work order for Renovation & Refurbishment Work of minimum Rs. 50 lakhs at least once during last five years in corporate spacing. Copy of work order / completion certificate to be submitted in this regard.
 - Contractor should possess ISO 14001 & ISO 45001 certification or if awarded the work, they should obtain these certifications within 3 months of award of work.
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