



BANK OF BARODA



**APPOINTMENT OF GREEN BUILDING CONSULTANT FOR IGBC
FACILITATION, DOCUMENTATION AND ENERGY CONSULTANCY
SERVICES FOR OBTAINING GREEN BUILDING RATING FROM
IGBC FOR THE PROPOSED CONSTRUCTION OF BARODA APEX
ACADEMY BUILDING AT AHMEDABAD**

TECHNICAL BID

**TENDER PERIOD FROM 20.06.2018 TO 10.07.2018 UPTO 2:00 PM
DATE OF PRE-BID MEETING: 29.06.2018 AT 2:30 PM
OPENING OF TECHNICAL BID ON 10.07.2018 AT 2:30 PM**



APPOINTMENT OF GREEN BUILDING CONSULTANT FOR IGBC & IGBC FACILITATION, DOCUMENTATION AND ENERGY CONSULTANCY SERVICES FOR OBTAINING GREEN BUILDING RATING FROM IGBC & IGBC FOR PROPOSED CONSTRUCTION OF BARODA APEX ACADEMY BUILDING AT AHMEDABAD

DOWN LOADING TENDER DOCUMENT

Downloaded application from Bank's website (<https://www.bankofbaroda.co.in/tender.htm>) alone needs to be used by the Bidders. All the information should be furnished in the space provided and documentary evidences / copies of certificates duly certified alone need to be attached. One applicant can submit the application for only one of the works and not for both.

Please note that any changes in the prequalification / other criteria mentioned in this Tender Document shall be inserted as addendum in the tender section of Bank's Website. No newspaper notification in this regard shall be issued. Hence bidders are requested to regularly check Bank's website till the last date of submission of tender. Offers received without incorporating modifications suggested by Bank (if any) shall liable for rejection.

Address/ Location of the said premises Bank of Baroda, Opp. Law Garden, Ahmedabad

Location (Plot no.)	: T.P.- 3, F.P.- 439
Plot area	: 5402.25 Sq.m
Net Plot Area	: 5007.81 Sq.m
Proposed Area:	:17705 Sq.m.

Present Situation

(A) Proposed construction of Baroda Apex Academy/ Staff Training College

No. of floors : B1 + B2 + G + 9

(B) Building-2 (Existing Building to be retained): BOB Tower

BOB Towers- Zonal Office Building

No. of floors : B1 + B2 + G + 9

The Bank proposes to set up a State of the Art Training Center and Office Building at Law Garden, Ahmedabad, on a plot of land admeasuring approximately 5,402.25 Sq. Mt. Final Plot No. 439, T. P. Scheme no. 3 at Ellisbridge, Law Garden, Ahmedabad. The Building shall be constructed as a Green Building.



MEMORANDUM

(i)

Name of Work	APPOINTMENT OF GREEN BUILDING CONSULTANT FOR IGBC FACILITATION, DOCUMENTATION AND ENERGY CONSULTANCY SERVICES FOR OBTAINING GREEN BUILDING RATING FROM IGBC & IGBC FOR PROPOSED CONSTRUCTION OF BARODA APEX ACADEMY BUILDING AT AHMEDABAD
Period of Tender	20.06.2018 TO 10.07.2018 UPTO 2:00 PM
Date ,Time and Place of Pre Bid Meeting	29.06.2018 AT 2:30 PM at Bank of Baroda, Baroda Apex Academy, 7 th Floor, GH-4, Nr. Udyog Bhavan, Sector- 11, Gandhinagar – 382011.
Date of Technical Bid Opening	10.07.2018 AT 2:30 PM
Venue of Submission of tender	Bank of Baroda, Baroda Apex Academy, 7 th Floor, GH-4, Nr. Udyog Bhavan, Sector- 11, Gandhinagar – 382011.
Address for Communication	Hear, HR, Admin & CLO Bank of Baroda, Baroda Apex Academy, 6 th Floor, GH-4, Nr. Udyog Bhavan, Sector- 11, Gandhinagar – 382011.
Date of Price Bid Opening	Shall be conveyed separately to the technically qualified bidders only

(ii)

(a) Description of works	: APPOINTMENT OF GREEN BUILDING CONSULTANT FOR IGBC FACILITATION, DOCUMENTATION AND ENERGY CONSULTANCY SERVICES FOR OBTAINING GREEN BUILDING RATING FROM IGBC & IGBC FOR PROPOSED CONSTRUCTION OF BARODA APEX ACADEMY BUILDING AT AHMEDABAD
(b) Earnest Money Deposit	: Rs. 20,000/- (Rupees Twenty Thousand Only). In the form of Demand Draft favouring "Baroda Apex Academy" payable at Gandhinagar.
(d) Performance Guarantee	: 5% of your Total Quoted Fees based on Estimated Cost in the form of Bank Guarantee from any Nationalized Bank within 14 days of issue of LOA / Work Order. (Over and above the EMD). EMD shall



	also be considered as a security deposit.
Tentative cost of Project (Rs.)	Rs. 41 Cr.
Bidding Type	Open (Two bid system)
Period of Project Completion	30 Months or obtaining Green Rating Certificate, whichever is later

Queries

The applicants are requested to obtain any information for the services to be rendered by contacting the Bank's official / engineer attached to our Baroda Apex Academy at Gandhinagar, during working hours not later than 2 days before the due date of submission documents.

Contact Persons : Uday Diwakar, AGM / B.G.Brahmbhatt,CM / Hitesh Mahurkar ,CM
Telephone Numbers : 079 23973224 / 079 23973223 / 022-66985177 / 022 6698 5103
E Mail : sc.ahmedabad@bankofbaroda.com / em.bcc@bankofbaroda.com

Important Dates

Last date of submission of Queries 29.06.2018
Pre Bid Meeting (at Gandhinagar) : 29.06.2018
Last date of Tender submission: 10.07.2018

Letter of Transmittal

The General Manager
Bank of Baroda

Sir,
Appointment of Consultant for IGBC certification Bank's building at Ahmedabad



Should this tender be accepted, I / We hereby agree to abide by and fulfill the terms and provisions of the said Conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to **Bank of Baroda** the amount mentioned in the said conditions.

I / We have deposited a sum of Rs. 20,000/- (Rupees Twnty Thousand Only) as earnest money in the form of Demand Draft with the Bank of Baroda should I / We fail to execute the contract when called upon to do so, I / We do hereby agree that this sum shall be forfeited by Bank of Baroda.

4. Our bankers are: (With full address):

(i)

(ii)

The names of partners of our firm are:

(i)

(ii)

Names of the partner(s) of the
firm authorised to sign

(Name of person having power Attorney to sign the Contract (Certified true copy of the Power of Attorney should be attached)

Yours faithfully,

Signature of Contractor

(Signatures and addresses of witnesses)

(i)

(ii)

Brief Scope of the Work:

The Bank proposes to set up a Apex Training Institute at Ahmedabad on a plot of land admeasuring approximately 5402.25sqmt allotted at Plot No.439atLaw Garden, Ellisbridge, Ahmedabad

1.2 Pre-qualification Criteria

The applicants who are desirous of tendering for above work and fulfill the following minimum criteria only need to apply:

1. Experience of having successfully completed similar* jobs i.e. during last 7 years (as of **30.05.2018**) should be one of the following:

a) One similar* completed work each costing not less than **Rs.33 Cr**



OR

b) Two similar* completed works each costing not less than **Rs.21 Cr**

OR

c) Three similar* completed works each costing not less than **Rs.17 Cr**

***Similar Job shall means: Providing Green Building consultancy services for construction of Commercial / Administrative / Public / Institutional building including Civil, Electrical, Plumbing, HVAC, Lift work, Building Management System, Fire Fighting System, and Interior etc. for obtaining Green Building Ratings as per IGBC, IGBC.**

2. Average annual turnover for the last three years should not be less than **Rs.0.50 Cr**

3. Should have reasonable presence at Ahmedabad & sufficient organizational structure comprising of qualified Personnel viz. Engineers, Specialists in the fields of Civil, structural, Electrical, Air Conditioning, Fire-Fighting, Safety Engineering, Green Environment etc., along with other technical Personnel and Associates, if any, to carry out supervision of such work in terms of nature and magnitude.

A. Applicants who fulfill the following **minimum eligibility criteria** shall be eligible to apply:

- i. The applicants should be an individual or firm. They should have minimum 5 years of experience (After completing IGBC registration either by the firm or by an employee of the firm) on energy efficient building design, analysis, documentation and green building rating.
- ii. The applicants should have rendered services for at least two similar projects with one of them being an Office/ R&D/ Institutional building /Academy campus.

B. Details of “Factors to be Considered” for the “Experience in sustainable design documentation & green building” parameters.

- i. Either walls or roofs having efficient 'U' factor as specified in ECBC[#]
- ii. Vertical fenestration complying with ECBC[#] requirements as specified in ECBC[#]
- iii. Use of energy simulation programme for building design (Provide brief description and simulation results).
- iv. Use of passive and low energy cooling of buildings.
- v. Integration of on-site renewable electricity generation e.g. solar photovoltaic, biomass gasifier etc.,
- vi. Use of low embodied energy building materials.
- vii. Energy efficient HVAC system as specified in ECBC[#].
- viii. Implementation of building automation system: timer based controls, motion sensors, etc.
- ix. Integration of on-site renewable based thermal energy e.g. solar hot water, etc.

[#]ECBC stands for Energy Conservation Building code.

Applications by those firms who do not submit “Performance Certificates” for the similar works as per above, from their previous employers / clients are liable to be rejected.

The Bank reserves the right to accept or reject any or all the applications without assigning any reasons whatsoever.



Other Information to be furnished:

- i. Attested copy of Affidavit for sole proprietorship / partnership deed / memorandum and Article of association.
- ii. Attested copy of power of Attorney on non – judicial stamp Paper of appropriate value of the signatory of Bid on behalf of the Bidder.
- iii. All the requisite and the following Annexure duly filled sealed & signed by Consultant / firm or their authorized representative of Consultant / firm.
- iv. Company background.
- v. Information along with signed CV of all personnel proposed to be deployed / associated on the project (Sustainable design specialist, Energy Simulation Expert, Renewable Energy System Designer, CAD Draughts person etc.)
- vi. Financial Bid (shall be submitted in separate envelope) Annexe-1 of Financial Bid.

Evaluation of Technical Bid

A	Dealing in Field				
No. of years	➤ 5 years	3-5	1-3	0-1	
Max. Marks	10	7	4	2	
B	Registration of Firm/ Employee in this field				
No. of years	➤ 5 years	3-5	1-3	0-1	
Max. Marks	20	14	8	2	
C	Having employees with Green exposure of more than three years				
No. of Employees	>5	3-4	1-2	0	
Max. Marks	10	6	3	0	
D	Having received IGBC rating for Commercial/ Institutional Building				
Rating & Projects	Platinum for more than 2	Platinum for min.1	Gold for more than 2	Gold for min. 1	Silver rating projects
Marks	20	14	10	6	4



E Having completed Green rating projects					
Project Cost	> 10 Cr.	100 Cr. – 80 Cr.	80 Cr. – 60 Cr.	60 Cr. – 40 Cr.	< 40 Cr.
Marks	20	14	10	8	6
F Having Architect/ Civil Engineer since last 3 years					
Nos.	>10	5-10	3-5	0-2	0
Marks	10	8	6	3	0
G Having Engineers such as Electrical/ Mechanical/ MEP/ Environmental/ Other Engineer since last 3 years					
Nos.	>10	5-10	3-5	0-2	0
Marks	10	8	6	3	0

2.2 FINANCIAL BID

- 2.2.1 The financial Bid shall include all the expenses for completing the assignment as per Scope of Service under **Clause – 3**.
- 2.2.2 Consultant shall quote the rate in the format of the Financial Bid (Annexe – 1).
- 2.2.3 The consultant shall quote their fees in figures and words on lump sum basis. In case of discrepancy between the quoted rate in figure and words, the rate quoted in words shall be taken into account.
- 2.2.4 The fee quoted by the Consultant shall be exclusive of service tax but inclusive of all other taxes.
- 2.2.5 Forfeiture of Earnest Money Deposit (EMD):

SCOPE OF SERVICES

The scope of services involves Energy Consultancy services, facilitation, Documentation, specification assistance and computer Based Analysis, Identification of vendors, vetting of documents, preparing and providing all documentation / templates / submittal requirements, conducting of performance evaluation, all works related to energy modeling etc., while collaborating with RITES & its Sub-Consultants and IGBC Secretariat (**ADaRSH**) to obtain IGBC 3 star/4 star green Certification for the project.

The detailed scope of work involves the following:

List of Tasks for IGBC Green Building Rating Documentation services.

Energy performance analysis and model simulation of the project proposed designed buildings at Green building rating facilitation that includes managing the documentation on **IGBC** Website and all certification, assistance and coordination except commissioning or any other third party service.

Task 1

Whole Building Analysis for energy performance, climatic comfort & ECBC compliance.

1. Solar Analysis for optimizing, shading and glazing areas.
2. Detailed whole building Thermal / Energy simulation to achieve thermal comfort Indoors through detailed analysis of the following:
 - (a) Envelop (wall, windows, skylights etc).



- (b) Passive cooling system.
 - (c) HVAC system and components (if required) together with passive cooling strategies.
3. Perform the following IGBC Green Certification related analysis:
- (a) Analysis for optimizing building design to reduce conventional energy demand determining the EPI (Energy Performance Index).
 - (b) Energy use calculations for Renewable Energy use.

B) Building Analysis for Day lighting and Artificial Lighting.

- 1. Day lighting simulation for optimizing natural lighting.
- 2. Lumen Analysis
- 3. Perform the IGBC Green certification related analysis for lighting.

C) Site planning & Water Management

- 1. Design and recommendation for Erosion and sedimentation control on site.
- 2. Assist on low water usage, Rainwater harvesting, Wastewater recycling and construction waste usage and other waste management strategies.
- 3. On site Transportation Management Strategies.
- 4. Monitoring outdoor noise levels and design for meeting indoor noise limits.
- 5. Perform the IGBC Green Certification related analysis.

Completion of Task-I shall be considered after submission & compliance for application to obtain Platinum/ Gold rating from IGBC.

3.1.2 TASK- II

A) Facilitation to achieve Platinum/ Gold IGBC Rating.

- 1. **Overall facilitation to obtain IGBC rating with reference to IGBC Manual Volume-1 and 34 criteria listed therein.**
- 2. Facilitate the project Design team to select materials/ equipment to meet the IGBC mandatory and optional requirement support in identifying vendors for the project to meet IGBC requirement.
- 3. Vet the tender document to ensure the tender technical specification include all the IGBC requirements.
- 4. Create a construction Documents Review report.
- 5. Prepare and provide all necessary templates for the design team, so as to meet IGBC requirement.
- 6. Facilitate project team in preparing the documentation as stipulated by IGBC. Filter, cross validate, verify consistency, add value and consolidate to make the document suitable for submission to IGBC.
- 7. Use an in-house tracking mechanism (TM) in keeping the “Green” issues on track with the project time line and with IGBC. This TM shall also be useful in reporting any missing documentation from project manager to design Team.

3.1.3 TASK- III



8. Facilitate the Client / Owner to achieve the green building rating, both provisional and final. Regular (fortnightly) report shall be incorporated in tracking mechanism (TM) and submitted to the client / owner based on the inputs from the design construction, project management team and IGBC Secretariat.

9. Incidental Services

10. 3.2.1 The broad scope of services is classified in terms of activities at clause No. 3. The entire incidental services related with the activities shall be deemed included in the scope of services. No extra payment shall be made for the incidental services.

11. 3.2.2 Revision of drawing and designs pertaining to consultant's scope of work shall be made by the Consultant as and when required by the client / owner / IGBC Secretariat. No payment shall be made for any revised drawing prepared by the Consultant.

12. 3.3 Deliverables by the Consultant

13. 3.3.1 All the drawings approved by IGBC shall be the property of the client / owner. The same shall be submitted to the client / owner immediately after getting them approved.

14. 3.3.2 The Consultant shall be required to submit 04 (four) hard copies & soft copy of the drawings, estimates, design documents etc. along with scheme details for reference and record at all stages of work enumerated at para 3.0.

15. 3.3.3 The co-ordination drawing may also be required during execution of the work to ensure integrated construction of all the components. It is the responsibility of the Consultant to prepare the additional drawings required for the proper execution of the work which may be visualized during construction work.

4.0 Time Schedule

S. No.	Scope of services	Time Schedule
1	Task - I	Within One month of issue of LOA.
2	Task - II	Within Three months of issue of LOA.
3	Task - III	Progressively upto completion of Project.

- 4.1 The Consultant shall start the work immediately after the Letter of Award is issued to the consultant. The consultant shall perform the services to the entire satisfaction of owner / client, and in pace with progress of the project. In case it is seen that the expert energy consultant is delaying in starting the work or not cooperating during the job satisfactorily or suspends the work or delays the completion of work then the action will be taken as per relevant clauses etc.
- 4.2 The services shall be rendered as per time schedule of planning, execution of building and various services in such a fashion that at no point of time planning, execution shall hamper due to the want of details from energy consultant.

5.0 Schedule of Payment

S. No	Task Description	% fee payable
1.	Task – I (IGBC Certificate Application with all requirements)	35% of fee payable
2.	Task – II (Simulation for IGBC) & others	35% of fee payable
3.	Task – III	
	a. Award of provisional IGBC rating	15% of fee payable
	. b. Award of IGBC final rating (after 12 months of provisional rating and subject to	15% of fee payable



	Confirming the provisional rating).	
	Total	100 %

- 5.1 The rate quoted by applicants shall be inclusive of income tax, sales tax, T. A. , D. A. consumables, visiting charges, revision, modifications in design etc. complete as scope of work. Nothing extra shall be paid on this account. However service tax/ GST shall be reimbursed on actual basis on production of payment vouchers.
- 5.2 The recovery of income tax etc. will be made from the consultant's bills as per applicable rules.
- 5.3 All bills of Green Building Consultant should be certified by Architect and then submit to the Bank for Payment

6. TA/ DA Charges:

- i. **For travel outside (except Ahmedabad, Gandhinagar & Vadodara), with due authorization of the Bank, the Consultant shall be paid as under:**
- ii. (a) **For partners, associates, senior consultants, airfare by economic class / first class A.C. coach fare both ways (on production of receipt) or actual whichever is less + Rs.1500/- per day as diem allowance.**
- iii. (b) **For other staff lInd AC train fare both ways (on production of receipt) + Rs.1000/- per day as Diem allowance with due authorization of the Bank**
- iv. **In case the project is located at the Head Quarter of Consultant the employer shall pay no TA/DA.**
- v. **T.A./D.A. Clause may be reviewed in terms of Consultant visit.**
- vi. **If a consultant from out station gets a job, he will not receive any payment for visit to site/ meeting at Bank's Office/ Architect's Office at Ahmedabad, Gandhinagar and Vadodara.**
- vii. **Service Tax/ GST on services rendered by Consultant levied by Central / State Government shall be borne by the Employer.**

7. Visit of the Site

- I. **The Consultant or their Senior Executives or their representatives shall visit the site as frequently as the works require and periodically inspect the construction. Also, Consultant shall visit the site as and when requested by Bank/ Architect/ PMC. For this, no separate charges shall be payable by the Employer.**
- II. **The observations of the Consultant shall be passed to constructing agencies through Architect/ PMC only, under advice to the Employer.**

8. Reference Standards for Services

The Consultant is required to provide services based on extant rules, IGBC Manuals, local bye – laws, applicable standards, CPWD specifications / schedules, and sound engineering practices all updated, and / or as instructed in writing

9. Settlement of Disputes & Arbitration

If at any time, question, disputes or differences whatsoever shall arise between RITES and Consultant with regard to or in relation to or in connection with the terms and conditions, whether during the progress of work or after its completion, such dispute or differences shall be mutually discussed and settled by the competent authority



SCOPE of Work (as per attached agreement format).The main features of the desired scope are listed below

- Assist various green building aspects to the Bank, Architect and PMC. Guide the Contractors for proper work execution as per the Green Building norms, norms of IGBC etc.
 - Monitoring for execution of work as per Green Building aspects. Guide for the use of the proper material as required achieving carbon credit, less carbon emission etc.
 - **The sealed Technical Bid and Financial BID should be kept in two separate sealed/properly closed envelopes superscribing “Technical BID for Green Building Consultant for Demolition and Construction of Baroda Apex Academy Building at Ahmedabad” and “Financial BID for Architect for Demolition and Construction of Baroda Apex Academy Building at Ahmedabad” Both the above envelopes (Technical and Financial Bid) should be kept in one Single Envelope superscribing “Bids for Green Building Consultant for Demolition and Construction of Baroda Apex Academy Building at Ahmedabad”. However, the final Envelope submission shall be as per the Design Competition Letter issued to you.**
17. Application, completed in all respects along with relevant documents duly super scribing the name of work on envelope must reach at the following address **on or before 22.06.2017 by 05:00 PM.**

**The Hear, HR, Admin & CLO
Bank of Baroda,
Baroda Apex Academy
6th Floor, GH-4, Nr. Udhog Bhavan,
Sector-11,
Gandhinagar – 382 011.**

Instructions to the applicants for furnishing information as a part of application

- a. Intending applicants are required to submit their applications with full bio data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial and technical standing etc. in the enclosed form which will be kept confidential.
- b. While deciding upon the technical qualification of applicant great emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close coordination with other agencies.
- c. The financial bid of only those applicants will be opened who will qualify in the technical Bid (i.e. qualifying with minimum -65- marks in limited design competition). Date and Time for opening of Financial Bids shall be informed to technically qualified bidders separately.



- d. Each page of the application shall be signed. The application shall be signed by person(s) on behalf of the organization having necessary authorization/power of attorney to do so (certified copies to be enclosed).
- e. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the proforma and serial number. Separate sheets shall be used for each part. However, the format shall be as per proforma.
- f. Applications containing false/ incomplete and/or inadequate information are liable to be rejected. Also mere fulfilment of eligibility criteria does not guarantee selection.
- g. The Tender, which is received after due date and time, are liable to be rejected.
- h. Bank reserves the right to accept or reject any of the offers, without assigning any reasons, whatsoever thereof.