

COTTON COLLEGE STATE UNIVERSITY
PANBAZAR, GUWAHATI – 781001, ASSAM INDIA

No. CCSU/EC/2015-16/003/1560

Dated: 10-08-15

**NOTICE INVITING EXPRESSION OF INTEREST- EMPANELMENT OF FIRMS FOR
GEODETIC SURVEY, GEOTECHNICAL INVESTIGATION OF SOIL AND ARCHITECTURAL
AND STRUCTURAL CONSULTANCY**

Subject: Notice inviting expression of interest for empanelment of firms for geodetic survey, geotechnical investigation of soil and architectural and structural consultancy.

The above categories are independent of each other with respect to technical and financial consideration

CCSU invites Expression of Interest (EOI) from reputed consultancy firms in the field of

- Geodetic Surveying
- Geo technical investigation of soil
- Architectural and Structural consultancy.

1.0 Eligibility:

The following eligibility/qualification criteria will be used to shortlist the applicants:

1.1 Eligibility criteria of Survey Firm:

- The consulting firm desiring for empanelment should have experience in the field of geodetic surveying for a minimum of 2 years with at least three projects of similar nature.
- The consulting firms are required to have local office at Guwahati. The firm should have latest modern survey equipment in its name viz. Total Station, Auto Level, Auto plotter, Scanner, Software.
- The consulting firms should have minimum of three experts/trained personnel topographical surveying/data processing and providing maps in Auto Cadd format

1.2 Eligibility criteria of Geodetic Firm:

- The consulting firms should have extensive experience in geotechnical investigation, preparation of report, foundation engineering and having a minimum experience of 5 years with at least two multi storied building projects in the last two years in different government projects.
- The consulting firms should have his own geotechnical laboratory.
- The consulting firms are required to have local office at Guwahati with sufficient technical manpower in service.

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1.3 Eligibility criteria of Architectural and Structural Firm:

- The consulting firms should have extensive experience in preparation of DPR, Master Plan/site plan, architectural detail drawings, structural design and drawings, cost estimate and other related service for different government project.
- The consulting firms are required to have a minimum experience of 5 years in the structural designing field with sufficient number of design engineers and draftsman to prepare all design calculation and estimates.
- The firms are required to have local office at Guwahati.
- The firms should possess necessary soft tools like STAAD, Auto Cadd are basic minimum requirement along with trained engineer and draftsman.
- In case of technical problems at site, the consultant should visit site to provide necessary solution.

2.0 Scope:

The following are the scope of work for the respective consultancy firms

2.1 Geodetic Firm:

- Geodetic survey of the area and shifting and setting of TBM with close traverse.
- Contour map preparation with a grid size of 5x5m.
- Plotting of co-ordinates all structural elements on field during the construction phase.
- Preparation of cut and fill calculation.

2.2 Geo technical Firm:

- Detailed geotechnical investigation of site.
- Soil testing and preparation of report
- Proposal of type of foundation to be used.



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2.3 Architectural and Structural Firm:

- Preparation of all architectural and shop drawing.
- Designing of all structural elements in site.
- Preparation of AFC, GFC drawings for all structural elements at site.

3.0 Evaluation:

The EOI shall be opened and scrutinized as per eligibility criteria by CCSU. The committee shall scrutinize the EOI's and finalize the list of empanelled agencies. The empanelled agencies shall be informed through post/ fax/ email address given in offer.

4.0 Essential Documents:

Bidders are required to submit the following along with the submission of Expression of Interest;

- EOI submission form as per format given in **Annexure-1**
- List of relevant experience details as per format given in **Annexure- 2**
- Work completion certificate from clients for work to be considered for empanelment evaluations
- Documents in support of registration, ownership as well as constitution and legal status of application
- Proof of purchase of equipment owned by bidder and tie up agreement for hiring of equipment in case of non-availability of same with bidder
- Proof of Constitution, Memorandum and Articles of Constitution etc
- List of manpower with their detailed CV
- Details of Quality Assurance System
- Copy of Service tax/ VAT Registration Certificate
- Copy of PAN Card.



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5.0 General Instruction

- EOI document shall be self-contained one and no reference to any previous submission shall be permitted
- All the pages of EOI document should be signed and numbered serially, if any information is found ambiguous or misleading it will lead to cancellation
- CCSU reserves the right to increase the scope of work as and when necessary.
- CCSU reserves the right to reject any or all EOI documents without assigning any reason whatsoever.

6.0 Submission of EOI

The registration fees (Non-refundable) amounting of 500.00 (Rs. Five Hundred) only to be submitted along with the application. Mentioned fee can be deposited through ICICI Bank Challan having challan Fee Code- 011 which can be downloaded from the university's website

EOI containing form accompanied with all relevant documents should reach the following address latest by 15:00 hours on or before 1/09/2015.

To: The Registrar

Cotton College State University
College Hostel Road, Panbazar, Guwahati
Pin- 781001, Assam, India
Phone- 0361-2733530, 2733502(Fax)
Email- registrar@ccsu.ac.in

CCSU will not be responsible in any delay in receipt of bids; late bids shall not be considered. CCSU reserves the right to reject any or all bids, without assigning any reason thereof. Incomplete bids or bids received after the date shall not be considered under any circumstances.


18/8/15
Registrar

Cotton College State University
Guwahati-1

Annexure-1

Expression of Interest

[Letterhead paper of the Applicant or partner responsible for a consortium, including full postal address, telephone no., and fax no.]

Date:.....

To: The Registrar

Cotton College State University,

College Hostel Road, Panbazar,
Guwahati

PIN-781001, Assam, India

Phone- 0361-2733530, 2733502 (Fax)

Email- registrar@ccsu.ac.in

Sub: Expression of Interest -for appointment of geodetic survey/ geotechnical investigation of soil/ and architectural and structural consultancy

1. Being duly authorized to represent and act on behalf of (hereinafter referred to as “the Applicant”), and having reviewed and fully understood all of the information provided in the Notice Inviting Expression of Interest, the undersigned hereby expresses its interest in and applies to be prequalified and short-listed by yourselves as a submitter of proposal for geodetic firm/ geotechnical firm/ architectural and structural consultancy firm.
2. Cotton College State University (CCSU) authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this Expression of Interest (EOI), and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Expression of Interest (EOI) will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by CCSU to verify statements and information provided in this Expression of Interest (EOI), such as the human resources, experience, and competence of the Applicant.



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3. CCSU and its authorized representatives may contact the following:

Experience inquiries	
Contact	Telephone Email
Personnel inquiries	
Contact	Telephone Email
Financial inquiries	
Contact	Telephone Email

This Expression of Interest is made with the full understanding that:

- All information submitted in this Expression of Interest (EOI) for qualification and selection for short-listing will be subject to verification at the time of submitting the proposal by short-listed applicants;
- CCSU reserves the right to reject or accept any application, cancel the qualification and selection for short-listing process at any stage, and reject all applications;
- CCSU shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.

4. The undersigned declares that the statements made and the information provided in this Expression of Interest is complete, true, and correct in every detail. Certified that no alteration has been done in content as incorporated in the PDF file.

Signature

Name:

For and on behalf of



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Annexure-2

Details of relevant experience

Name of Firm

Sl No.	Name of Work	Client	Cost of Project in Rs.	Commencement of Date	Schedule of completion date	Actual Completion Date

We hereby certify that the information given above in the table is correct and we attach client completion certificate in support of list of work given above.

Signature

Date

Place

