  
लद्दाख केंद्र शासित प्रदेश प्रशासन  
**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH**  
कार्यलय अधीक्षण अभियंता, पर्यटन विभाग  
**Superintending Engineer Tourism Department**  
(मुख्यालय लेह Headquarter – Leh)

No. SE(T)/UTL/ 75/26

Dated: 22-08-2022

**EXPRESSION OF INTEREST**

Name of Work: **Hiring the Services of Consultant for Development of infrastructure at Hot spring/ Medicinal springs sites in Leh and Kargil.**

On the behalf of LG Ladakh, the tourism department UT Ladakh, intends to invite Expression of Interest (EOI) in **Two Bid System** from reputed and Competent Architectural consultants (registered with Council of Architecture) having sufficient experience in providing Conservation Architectural & Engineering Consultancy Services.

**1. Scope of Consultancy**

1.1. The scope of work for which tender is invited comprises Hiring the Services of Consultant for Development of infrastructure at Hot spring/ Medicinal springs sites of Leh and Kargil.

1.2. The Hot spring/ Medicinal springs sites of Leh and Kargil are

- a. Hot water spring Puga Changthang.
- b. Hot water spring Chumathang Changthang.
- c. Draupati Kund Matayn Drass Kargil.
- d. Medicinal spring water Mulbek Rong Kargil.

1.3. The work involves necessary site visits, survey and preparation building details and advice thereof.

1.4. Once the concepts are approved, working drawings shall be prepared and tender shall be floated and work needs to be monitored during execution.

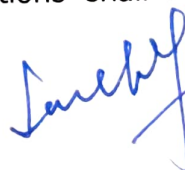
1.5. To perform and carry out the obligations and responsibilities as envisaged in the contract documents for the work contracted under Tender document of the aforesaid Contract.

1.6. The consultant shall maintain constant and regular interaction with the department/client for formulating the design philosophy and parameters, preparation of preliminary designs/working drawings/ specifications etc. The Consultant shall co-ordinate with the Tourism Department UT Ladakh and shall attend meetings, as and when required including meeting with the contractors during execution.

1.7. To opine, confirm and certify reports of execution of work in terms of quantitative and financial details, as and when asked for.

1.8. The Detailed Estimate showing details of measurement, BOQ, analysis of rates, specifications etc. shall have to be prepared and submitted by the consultant to the, Tourism Department UT Ladakh for formal approval.

1.9. The services of the consultant shall be available during execution phase also. All necessary modification/ corrections shall have to be carried out by the



consultant as and when the need arises.

## 2. Eligibility Criteria, Technical Evaluation, Financial Evaluation and Final

### Selection Process

#### 2.1. General:

The evaluation will be based on **combined quality-cum-cost base system (CQCCBS)**. The technical will have a weightage of 70% and commercial bid will have a weightage of 30% to arrive at composite scores. The bidder with highest composite scores shall be declared as successful bidder.

#### 2.2. Eligibility criteria:

2.2.1. The applicant must be an Architectural firm empaneled with tourism Department Ladakh.

2.2.2. Should have submitted the cost of tender document and Earnest Money Deposit.

The bidders qualifying the eligibility criteria as per clause 2.2 shall be evaluated for the financial and technical capability as per the following criteria.

#### 2.3. Financial strength:

2.3.1. The applicant should have had average annual financial turn over (gross) of Rs. 10.00 Lacs on consultancy works during the any of last five audited financial years.

2.3.2. The applicant should have as consultant successfully completed work on any building/similar or similar nature of work costing Rs. 100 Lacs during the last five years.

2.4. **Technical capability:** The bidding entity is required to submit a complete list of consultants, specialists, and experts (each with a minimum of experience as indicated below), who shall be engaged for engineering and detailed design of the project by the bidder. The qualification of the Consultants, Specialists etc. is indicated below along with the minimum experience. The experience shall be duly supported by proper document. Bidders will be solely responsible for the correctness and accuracy of such documents produced in support of qualification and experience. The bidder is required to submit the information in Form 'G'.

No.	Consultant	Experience	Qualification
1.	Principal Architect (Act as a Team Leader)	5 years; Experience of working as consultant architect.	B. Arch from a recognized University
2.	Landscape Architect	3 years; Experience Minimum 1 project experience will be considered	M. Arch in Landscape Architecture

3.	Quantity surveyor	5 years; Experience in preparing the BOQs, SOR rates and rate analysis of non-SR items etc. Minimum 1 project experience will be considered.	B.E/ B. Tech Civil Engineering
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### 3. Technical evaluation

3.1. **Work experience:** The bidder is required to submit the list of similar nature project in **Form 'B'** ).

3.2. **Personnel & Establishment:** The bidder is required to submit the complete list as per **Form 'C'**. Only the name of personnel who are to be deployed for this work should be included.

3.3. The details submitted by the applicant will be evaluated by the committee. The evaluation criteria is as under:

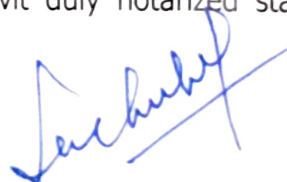
(a)	Financial strength (Form 'A')	Maximum 5 marks
(b)	Experience in similar nature of work during last seven years (Form 'B')	Maximum 5 marks
(c)	Personnel and Establishment (Form 'C') (only the name of personnel who are to be deployed for this work should be included )	Maximum 20 marks
<b>Total</b>		<b>30 Marks</b>

3.4. Criteria for Evaluation of the performance of consultants for technical evaluation:

	Attributes	Evaluation
(a)	Financial strength (30 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.
(b)	Experience in similar Class of works (40 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.
(c)	Personnel and Establishment (Max. 30 marks)	(i) 60% marks for minimum eligibility criteria (ii) 100% marks for <b>twice</b> the minimum eligibility criteria or more  In between (i) & (ii) – on pro-rata basis.

\*CV should specify relevant experience required for evaluation.

3.5. The bidder shall submit an Affidavit duly notarized stating therein that We



understand that "if any of the certificates/documents submitted by us are found to be false/forged or incorrect at any time the award of the contract, it will lead to termination of contract, along with forfeiture of EMD/SD and performance guarantee".

**4. Presentation and its Evaluation**

5. The bidders qualifying in technical evaluation as per para 2.2, shall be invited for presentation. The date of presentation shall be notified by the Tourism Department UT Ladakh. The date of presentation shall be 15 days after intimation and or as given in the intimation letter. No request for extension of date of presentation shall be entertained.

5.3 The committee shall evaluate the presentation based on the following criteria:

S.no.	Parameters	Max. Marks
1	<b>Approach and methodology</b>	
a)	Understanding of the scope	5
b)	Detailed approach and methodology	5
c)	Proposed Concept Design and Interventions	30
	<b>Total</b>	<b>40 Marks</b>

**6.0 Financial Evaluation**

6.1 The financial bid of the bidders shall be opened after the evaluation of presentation as per para 5.0.

6.2 The evaluation will be based on **combined quality-cum-cost base system (CQCCBS)**. The technical bid will have a weightage of 70% and commercial bid will have a weightage of 30% to arrive at composite scores. The bidder with the highest composite score shall be declared as successful bidder.

6.3 The overall grading of the bidder shall be calculated as under: -

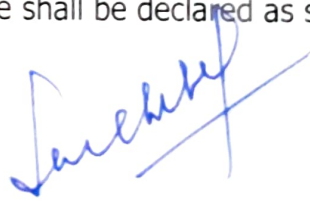
**For Technical Scores (Ts)** = (Marks obtained in Technical Evaluation+ Presentation evaluation)

**Financial Scores (Fs)** - 
$$\frac{0.30 \times \%age \text{ quoted by the Lowest Bidder}}{\%age \text{ quoted by the Bidder}} \times 100$$

**Composite Score = Technical Scores (Ts) + Financial Scores (Fs)**

**6.4 Approval Criteria**

The bidder with the highest composite score shall be declared as successful bidder.



**6.5** Even though any applicant may satisfy the above requirements, he/she would be liable to disqualification if he/she 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.

**6.6** The employer reserves the right, without being liable for any damages or obligation to inform the applicant to:

- (a) Amend the scope and value of contract.
- (b) Reject any or all the applications without assigning any reason.
- (c) Negotiate the fees amount with any bidder as required in interest of Tourism Department UT Ladakh.

**6.7** Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in rejection of his application to qualify. Canvassing of any kind is prohibited.

**6.8** All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column a "nil" or "no such case" entry should be made in that column. If any particulars / queries are not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the PQ application being summarily disqualified. Application made by telegram or telex and those received late will not be entertained.

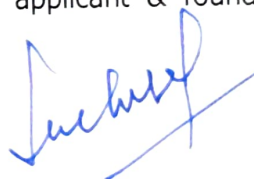
**6.9** The application should be typewritten. The applicant should sign each page of the application.

**6.10** Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the eligibility criteria document are numbered. Additional sheets, if any added by the Consultant, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.

**6.11** References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the applicant should be signed by an officer not below the rank of Executive Engineer or equivalent.

**6.12** The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the employer.

**6.13** Any information furnished by the applicant & found to be incorrect either



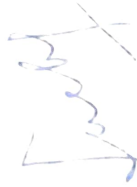
immediately or at a later date, would render him liable to be debarred from tendering / taking up of work in Tourism Department UT Ladakh.

*Tourism Department UT Ladakh reserves the right to accept or reject any Offer or extend the date of submission of the Offers or cancel any or all the EOI(s) or this whole EOI process without assigning any reason whatsoever.*

For additional information/clarification if any required please contact undersigned.

Superintending Engineer  
Tourism Department  
PMGSY Office  
Leh Ladakh-194101  
Mob. No. 9419177684  
Email address: chombel@gmail.com

Director Tourism Ladakh  
Near Petrol Pump  
Leh Ladakh-194101  
Mob. No. 9419179108  
Email address:  
directortourismladakh@gmail.com



**INFORMATION  
AND INSTRUCTIONS  
FOR BIDDERS**

## 2.0 Period of execution & Time Schedule of Execution & Payment of Fees

Time Schedule, for completion of different designated parts of the work and payment of fees is as per the activity work completed within stipulated time limit is as detailed below.

The construction operations shall be carried out, by the construction contractors after award of contracts following planning, designing & preparation of drawings & details, bills of Quantities (BoQ), Specifications, and Tender Documents by the Consultant by keeping in view the Project Objectives prioritized scheduled programmes of implementation which shall need special attention and careful planning by the consultant engaged on this Contract fulfilling the Objectives as envisaged thus.

### PAYMENT SCHEDULE

**The selected bidder/consultant will be paid consultancy fee as a percentage of the sanction cost of DPR in the following manner:**

(a)	The firm shall be paid in terms of Percentage cost (allotted) of the total cost of sanctioned DPR in phases as under: -	
(i)	On approval//Accord Administrative Approval by Tourism Department	40% of consultancy fee
(i)	On start of construction of the project	10% of consultancy fee
<b>(i.e, on completion of stages (i) and (ii) 35% of 2% of the cost of DPR)</b>		
(ii)	On achievement/utilization of 50% cost of the DPR	25% of consultancy fee
<b>(i.e, on completion of stages (i), (ii) and (iii) 60% of 2% of the cost of DPR)</b>		
(v)	On successful completion of the project	Remaining 25% of consultancy fee.

(b) Further the firm shall provide services of the Architect/representative of the firm for on-site consultation as and when required by the department during the period of execution of the project. This on-site visit shall be at least 4 times a month for the period till the completion of project, cost of which shall be deemed to be included in the consultancy charges. However, any additional visit required by the department beyond this limit shall be paid at the rate of Rs. 5000/- per visit.

### 3.0 Site Visit

The applicant is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he considers necessary for proper assessment of the prospective assignment.

**4.0 List of documents to be submitted within the period of bid submission is**



9-

given in Section- III of bid document.

5.0 **Financial Bid:**

- ✓ The bidder shall quote the total consultancy charges after studying the scope of consultancy.
- ✓ **The consultancy charges quoted shall be in terms of percentage cost of the project. Nothing extra shall be paid on any account. The rate shall be quoted terms of the percentage cost of the project for complete job including all taxes.**
- ✓ The interim and final payment will be made as per the schedule of payment on submission of bill by consultant after deducting the applicable taxes as per prevailing Govt. Rules.
- ✓ The Applicant shall inform the list of key personnel to be engaged for the work. After award, in case the Applicant intends to change any of the key personnel during the operation of contract, he shall obtain prior approval of Engineer-in-Charge. The key personnel to be deployed in lieu of personnel to be replaced should be of equal calibre. The decision of the Engineer-in-charge shall be binding on the Agency.

  
**Superintending Engineer**  
**Tourism Department**  
**Ladakh**

# Submission Formats

**FORM 'A'**

**FINANCIAL INFORMATION**

I. Financial Analysis: - Details to be furnished duly supported by figures in balance sheet / profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Year	Gross Annual turnover on Consultancy
2017-18	
2018-19	
2019-20	

Signature of Applicant(s).

**FORM 'B'**

**DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED  
DURING THE LAST SEVEN YEARS ENDING LAST DAY OF THE  
MONTH NOVEMBER, 2020**

S. No.	Name of work project & location	Owner or sponsoring organization	Cost of work in crores of rupees	Date of commencement as per contract	Actual date of completion	Name and address telephone number of client	Remarks
1	2	3	4	5	7	9	10

Signature of Applicant(s)

**DETAILS OF ARCHITECTURAL / TECHNICAL TO BE EMPLOYED  
FOR THE WORK**

S.No.	Designation	Total No.	No. available for this work	Name	Qualification	Professional experience * & details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9

**FINANCIAL BID**  
PROFORMA FOR QUOTING THE RATE

Name of work		<b>Hiring the Services of Consultant for Development of infrastructure at Hot spring/ Medicinal springs sites in Leh and Kargil.</b>
Name of Firm		
Sl No	Item	Percentage of the total cost of project.
1	Consultancy Charges as per scope of work given and terms & conditions of the bid document.	

*Note:* The consultancy charges quoted shall be net. Nothing extra shall be paid on any account. The rate shall be quoted in terms of percentage cost of the project for complete job including all taxes.

Yours faithfully

Note :(1) All the pages and appendices attached should be numbered and signed by the bidder.

(2) All entries in this form should be duly filled in. No overwriting is permitted. All cuttings must be initialled by the bidder.