

DJST/OUT/544/24-25  
3/4/24

BRIHANMUMBAI MUNICIPAL CORPORATION

King Edward VII Memorial Hospital,  
Diamond Jubilee Society Trust Department, Parel, Mumbai 400012

DJST-KEMH/Eol/544/24-25

Date: 03/04/2024

## Expression of Interest.

**Subject-** To invite Expression of Interest for Architect to Design the Renovation and upgradation of BCR of KEM Hospital through Donation from GOSUMEC Foundation USA received in DJST Department of KEM Hospital

**King Edward Memorial Hospital** is one of the leading tertiary care, public hospitals in the metropolis of Mumbai that provides basic as well as specialized services to needy patients from all over the country. With a glorious legacy of 98 years and currently catering to over 1.8 million out-patients and 85,000 in-patients annually, the institute is among the top ranked medical institutes in India. The DJST Department has been working hard to raise funds to upgrade & renovate various departments of KEM Hospital, with the objective of providing state of the art facilities to the underprivileged sections of our society.

The Dean KEMH as part of DJST wishes to create a "**Renovation and Upgradation of BCR**" with necessary infrastructure at key locations within the vicinity of KEM hospital, Parel in order to facilitate for Students. For the above-mentioned work, it is proposed to invite "Expression Of Interest" from Architects i.e. eminent firm, Proprietary/Partnership Firms/ Private Limited Companies / Public Limited Companies/Companies registered under the Indian companies' act 2013. Architect to be registered with the Council of Architecture (COA).

The EOI application forms should be collected from KEM hospital between **03/04/2024 to 12/04/2024** in working hours and all proposals with required documents should be submitted on or before **12/04/2024** (by 1:00 pm) in the **Diamond Jubilee Society Trust Department, KEM Hospital, Parel, Mumbai – 400012** with Two Packet System (i.e. Packet "A" containing Administrative & Technical Documents and Packet "B" containing Commercial Proposal). Applicants are strictly instructed not to disclose the price other than the commercial packet. If it is found that the Commercial price is disclosed anywhere other than Packet "B", the said EOI application/applicant will be considered non-responsive. The packets will be opened in front of DJST committee as per schedule decided by the committee.

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<b>Sr. no.</b>	<b>Description</b>	<b>Start Date</b>	<b>End Date for Document submission</b>
1	Invite Expression of Interest for Architect to design the Renovation and Upgradation of BCR of KEM Hospital through donation from GOSUMEC Foundation USA received in DJST Dept. of KEM Hospital	Date 03/04/2024	Date 12/04/2024
2	Date of Opening of EOI documents	Date 15/04/2024	

The Authority (BMC) shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the EOI Process, including any error or mistake therein or in any information or data given by the Authority.

The Dean reserves the right to reject all or any of the EOI applications without assigning any reason at any stage.

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**INSTRUCTIONS TO APPLICANTS**

**Eligibility Criteria & Document submission:**

- a. Interested Applicants in the above-mentioned work should be architects of repute having at least 10 years of experience, i.e. eminent firm, Proprietary/Partnership Firms/ Private Limited Companies/ Public Limited Companies/Companies registered under the Indian companies act 2013, the architects should be registered with council of architecture.
- b. A document in support of Registration under Maharashtra 'VAT' Act 2002, Sales Tax, or GST Registration Certificate in Maharashtra (or equivalent requirement under VAT). Those not registered in Maharashtra shall submit an undertaking to the effect that if they are successful tenderer, they shall submit Sales Tax Registration Certificate in Maharashtra within 15 days of issue of work order, failing which payment for the work executed will not be released.
- c. Certified copies of valid 'PAN' documents and photographs of the individuals, owners, Karta of Hindu undivided Family, firms, private limited companies, registered co-operative societies, partners of partnership firms and at least two Directors, if number of Directors are more than two in case of Private Limited Companies, as the case may be. However, in case of Public Limited companies, Semi Government Undertakings, Government Undertakings, no 'PAN' documents will be insisted upon.
- d. Latest Partnership Deed in case of Partnership firm.
- e. The Average Annual Financial Turnover for preceding two financial years should not be less than 20 Lakhs.
- f. Annual financial turnover for preceding two financial years as certified by Chartered Accountant preceding the Financial Year in which EOIs are invited. Copies of Applicants duly audited balance sheet and profit and loss account for the preceding two financial years preceding the Financial Year in which EOIs are invited.
- g. The Applicant(s) should undertake their own studies and furnish with their EOI, a detailed design proposal to renovate the BCR to allow KEMH to review their proposal.
- h. The Applicant(s) will have to submit details of existing works designed in the past 5 years of similar nature in Public, Govt. hospitals along with copies of work orders & self-attested copies of percentage of works completed or part thereof.

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- i. The Applicant(s) will have to prepare and submit a Site Survey report duly certified by the authorized personnel from the BCR committee constituted by the Dean KEMH.

The Applicant(s) shall submit a work plan as per the following outline:

1. Presentation of Proposed Design with rendering
  2. Bill of Quantities
  3. A note on how the whole work will be carried out.
- j. The Applicant(s) will have to prepare and submit the Item wise BOQ with Design detailed Scope of work to the BCR committee constituted by the Dean, KEMH.
  - k. Necessary permission from any department/authority as may be required for the above work will be taken by the winning applicant. All charges towards the same shall be borne by the Applicant.

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**Similar Experience:**

For assessing the technical capacity of Regular, Routine and Maintenance works; Similar work shall mean, completed in the past 5 years or ongoing works in creating facilities for MBBS students in Public/Govt. Hospitals and Gov. affiliated college includes activities like Design, Rendering, Electrical, Civil, Fabrication etc.

**Scope of Work:**

**Designing Work**

- Meet with Dean, BCR Students and Committee to under their requirement for the renovation and upgradation of BCR and Toilets.
- Involve Structural, MEP or any other consultant for the design of BCR and Toilet.
- Provide Conceptual and Space Planning Drawings.
- Provide rendering of the BCR and Toilet for approval from the Dean, Students and Committee.
- Provide Detailed Design and Bill of Quantities.
- Provide Good for Construction Drawings.
- Provide Coordination with Structural, MEP and other Consultants as may be required.
- Provide Supervision of Contractors Material for Construction.
- Provide a Project Architect for On-site Construction Administration.
- Provide visits for Material Selection and Factory Visits for Fabrication as may be required.
- Provide Detailed Construction Schedule in Coordination with Contractor.
- Provide Project Report on Bi-weekly Basis.
- Provide Verification of Contractors Bills.
- Provide Verification of Contractors Quality of Work.
- Provide Construction Documentation Post Completion of Construction.

**Evaluation of EOI/Quotation:**

1. A BCR committee constituted by the Dean, KEMH shall evaluate the technical EOIs and declare the qualified EOIders. The committee will evaluate the EOIs and their decision will be binding upon all EOIders who have submitted their EOIs.
2. The EOI documents should be submitted in a sealed envelope. The completed EOI document must reach the above within the scheduled date and time.
3. The EOI will be opened on **15/04/2024** at 3:00 PM. EOIders or their authorized representative are requested to be present at the time of opening of the EOIs. The authorized representatives should carry their authority letter and identity proof while coming for the said purpose.
4. Technical evaluation of the EOIs and Administrative documents i.e. Packet A will be checked by the committee. Packet B of EOI applications will be opened only after fulfillment of conditions mentioned in Packet A. The eligible applicant will be decided based on compliance and the work will be awarded to the eligible applicant.

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5. KEMH Mumbai reserves the right to accept or reject any EOI without assigning any reason thereof. The EOI which does not fulfill all or any of the above conditions or is incomplete in any respect shall be liable to be rejected. Dean KEMH Mumbai has the full and exclusive right to cancel the EOI at any point of time without assigning any reasons thereof.
6. In comparing EOI/Quotations, the KEM authorized personnel shall consider such factors as the compliance with the specifications, quality apart from the prices offered.

**Work Completion/ Delivery period:** The work completion period will be 180 days from date of commencement.

**Payment:** Payment to successful Applicant will be made by Daimond Jubilee Society Trust Department through the GOSUMEC Foundation USA against certification by the KEMH as per Terms and Conditions of the Agreement. The 60% Amount advance along with Purchase Order, 30% Amount will be made after completion of 90% work, & remaining 10% Amount will be release after completion of entire project.

**Contract Compliance:** The successful applicant after being awarded the contract shall comply with the General Contract Terms i.e., 1) Contract Agreement, 2) Declaration cum indemnity Bond, 3) Pre-Contract Integrity Pact, 4) Proforma J & IJJ for Similar works.

**If any doubts or any query about above mentioned work, you can contact DJST, KEM Hospital, Parel, Mumbai - 400012.**

*Jawant*  
2-4-2024

Secretary  
Seth GSMC & KEMH DJST

SETH G.S. MEDICAL COLLEGE &  
KEM HOSPITAL, DIAMOND JUBILEE  
SOCIETY TRUST

*D. N. Shenvi*

In-Charge 1-4-2024.  
BCR Committee

(Mrs.) D. N. Shenvi  
M. D.  
Professor & Head  
Department of Physiology  
Seth G. S. Medical College  
Parel, Mumbai - 400012

*Shrawal*  
3/4/24

Seth G. S. Medical College  
& K. E. M. Hospital, Parel

Dean, K.E.M.H. & Seth G.S.M.C.,  
Parel, Mumbai - 400 012.

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Checklist of Documents to be submitted with EOI for as per the order given below:

<b>Sr. no.</b>	<b>Administrative Documents</b>	<b>Technical Documents</b>
<b>1</b>	EOI Form	Valid Council of Architecture Certificate
<b>2</b>	Signed copy of Terms & Conditions and Scope of Work as per EOI Document	Work Executed of similar nature in the past 5 years.
<b>3</b>	Firm/Company Registration documents with Partnership Deed / MOA as applicable for Proprietorship/ Partnership/Pvt. Ltd. Company	Proposed Design with Drawing
<b>4</b>	GST registration certificate	Work Note & Execution Plan
<b>5</b>	CA certified Turnover certificate	Site survey report duly signed by authorized personnel by BCR Committee
<b>6</b>	Indemnity & Undertaking	
<b>7</b>	Company Profile	Proposed BOQ with measurements (without Commercial)