

Ref: KOL : CE : Empanelment : Architect / Consultant : 01 : 2009

**NATIONAL AVIATION COMPANY OF INDIA LIMITED
EASTERN REGION : KOLKATA**

EMPANELMENT OF ARCHITECTS / CONSULTANTS

Empanelment for Consultancy Services by Architect / Design Consultancy Firm for Planning, Design and Supervision for Construction of New Office Building, Extension of existing workshop buildings, renovation of workshop buildings etc.

NATIONAL AVIATION COMPANY OF INDIA LIMITED, Eastern Region, intends to prepare panels of Architects / Consultants for their various building projects of following categories to be taken up as and when required in N A C I L stations viz. West Bengal, Assam, Bihar, Orissa, Nagaland, Tripura, Manipur, A & N Islands.

To render service for -

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| (a) Workshop Buildings / Structural Building | } | Category - A
Costing from Rs. 50 lakhs to
Rs. 150 lakhs |
| (b) Offices | | |
| (c) Extension / Renovation of Buildings | | |
| (d) Constrn. of Cleaning Bay &
Environment Control Room | | |
| (e) Lift | } | Category - B
Costing below Rs.50 lakhs |
| (f) Air-conditioning system/ chillar plant | | |
| (h) Fire fighting | | |
| (i) Sanitary & Water Supply | | |
| (j) Water proofing. | | |
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Required Criteria :-

The following are eligibility criteria to be satisfied by the consulting firms and all documentary evidences to substantiate the information have to be submitted along with their applications.

01. Detail particulars about the firm.
02. Detailed information such as qualification, experience etc. about architects / consultants / partners / engineers employed by the firm.
03. List of architectural works, structural design, and other type of works carried out by them in last five years indicating the present status, estimated

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cost and also the name and address of the agencies for whom the services rendered. Necessary certificates from appropriate authorities should also be submitted to authenticate the submission.

04 Latest ITCC and Pan No.

05. Details of registration of architectural firms and its employees / individuals along with photocopies of registration made with "COUNCIL OF ARCHITECTURE" under the provision of Architect Act, 1972 and as per subsequent amendments enacted by the Council Of Architecture.

06 Any other relevant information, if considered necessary for the purpose.

SCOPE OF WORKS

To provide feasibility report, preparation of alternative plans, preparation of preliminary estimates for each alternative together with reports, explanatory notes, preparation of tender drawings, specifications, schedule of quantities, provide all necessary documents additional conditions of contract required for invitation of tender based on approved plan and design, submission of tender drawings and tender documents together with detailed estimates, scrutiny of tender documents, preparation of comparative statement, evaluation of tender documents, hold meetings with bidders for technical and other clarifications and submission of report thereof with recommendation for award of contract, furnishing details required for proper execution of work at site, advise on the steps to be taken to ensure that materials used, workmanship adopted, advise from time to time regarding anticipated expenditure on the project and to ensure that the same is within financial sanction, scrutinize rates for extra items of work involved and recommend for fair and reasonable, visiting site, discussion in details with the employer and attending necessary meetings to establish design and function criteria, design programme, development of schematic floor plans, outlining broad specifications and submit programme of execution by means of PERT and BAR CHART and also preliminary cost estimates for employer's suggestion, modifications, cost reductions and approval, total supervision of work, recording of measurement of works, scrutiny of running and final bills and certification of payments, keeping liaison with local / statutory authorities, clarification of objections / queries that might be raised by CVC / CTE / Audit with regard to payments made to the contractors, submission of completion report, assisting in arbitration and litigation cases, supervising, coordinating and planning of works of various agencies etc.,etc. for works as mentioned.

Submission :

Intending firms / individuals (depending on nature and value of projects / Jobs / services) having requisite experience to render services in terms of our requirement stated above may send their application expressing interest in reference to the publication to the office of the Sr. Manager (CE), National Aviation Company Of India Limited, Eastern Region, New Technical Area, Kolkata Airport, Kolkata - 700 052 within thirty (30) days from the date of publication.

A firm may submit their offer separately both for Category - A & B or either of the Categories or for any of the nature of jobs under Category - B along with documents required as mentioned above superscripting " Empanelment of Architects / Consultants & Category"

NACIL will prepare a panel of Consulting firms based on above criteria and finalization of consultancy fee. NACIL will also reserve the right to finalizing the consultancy fee for all category of works.

NACIL reserves the right to accept or reject any or all applications without assigning any reason thereof.

For further clarification in this regard, the Offg. Sr. Manager (CE), NACIL, New Technical Area, Kolkata Airport may please be contacted. Contact No. 2511-9082

Offg. Sr. Manager (CE)