



Bihar Medical Services & Infrastructure Corporation Limited

(A Govt. of Bihar Undertaking)

5th Floor, Biscomaun Bhavan, Gandhi Maidan, Patna -800001

Tel No.0612-2219634, 0612-2219635

Expression of Interest for Empanelment of Supervision Consultants for Construction and Quality Control Works

No. – BMSICL/Consultant/1

Bihar Medical Services & Infrastructure Corporation Ltd (BMSICL), invites EOIs from registered Consultancy Firms to participate in the Empanelment of Supervision Consultants for Construction and Quality Control Works for Various Health related Infrastructure Development Works (construction of hospitals both big and small, Doctors and Nurse quarters, drug warehouses etc.) proposed/ being implemented in Bihar, and seek their Expression of Interest (EOI) for one year initially and extendable further on the basis of performance / requirements.

Objectives: BMSICL requires the services of suitably qualified and registered domestic Consulting Firms/Agencies/Companies to provide Construction Supervision and Quality Control Services in order to ensure that various health related Infrastructure Works are implemented in accordance with standards fixed through Standard Manuals, BS Codes, prevailing relevant International Standards to the satisfaction of BMSICL. The Consulting Firm will be required to have staffs of suitably qualified modern Construction Management and Quality Control software and facilities, being competent to carry out all of the related duties.

Services to be provided by the Consultancy Firm: The Consultancy Firm shall provide construction supervision of various health infrastructure projects and quality control in all respects (eg: supervision of execution of works according to the approved specification and drawing, collection of sample materials, testing of material and cubes, submission of quality control reports required for payment of bills and certification of executed works etc)(whether hereinafter mentioned or not) and fulfilment of their obligations, responsibilities and undertaking made with respect to the carrying out and completing of the contracts including the provision of qualified experienced personnel, co-ordination and efficient execution of the services, including supervision of the works and to approve the materials and the workmanship.

Eligibility Criteria

List of Attributes	Benchmark
Minimum Five years of experience in the field of construction supervision & quality control in various health infrastructure works.	Minimum three References and Contacts of Previous Conducted Works. Minimum Annual turnover of Rs. 1.5 Crores for the last three financial years. Companies having experience in similar health department work of Government/ PSUs/ Govt. Undertakings/ External Funded Projects/ MNCs.
Team of Experienced Key Experts & Engineers	Committed team of Construction Management/

	Supervision and Quality Control Professional/Engineers with sound academic record and work experience.
Introduction & confirmation of technical capability, reliability and guarantees of good performance from Authorities.	Letter of introduction, recommendations, good Performance and guarantees from the authorities.
Proof of Company Registration	Letter of registration/ incorporation with Registrar of Companies/ Any Government Agency

Submission details

Interested Consultancy Firms having rich experience in the following fields must provide information indicating that they are qualified to perform the infrastructure works relating to the health department like

- Building Construction Works
- Public Health Engineering Works
- Electrical Works
- Interior Works
- Air Conditioning

Expression of Interest (EOI) may be submitted by such firms, which have undertaken Construction Management/ Supervision and Quality Control Services in the above areas. The offer must be submitted in two separate envelopes. The envelope containing the technical details as required should be superscribed "Technical Offer" and the rates should be offered in another envelope superscribed "Financial Offer". Both the envelopes should be kept in a single envelop and sealed. The sealed envelope should be clearly labelled "Expression of Interest for Supervision Consultants for construction and Quality Control works"

Following documents should be submitted along with the Technical Offer:

- Section 1: Proposal Covering Letter along with Non-Refundable Demand Draft of Rs.10,000/- (Rupees Ten Thousand only) payable in favour of Bihar Medical Services & Infrastructure Corporation Ltd., issued by a nationalised bank in India.
- Section 2: Summary Sheet (Annexure 1)
- Section 3: Company Profile
- Section 4: Relevant Experience Details for last 5 years (Annexure 2)
- Section 5: List of Personnel with qualifications (Annexure 3)
- Section 6: CV of key Personnel (Annexure 4)

Following documents should be submitted under the Financial Offer:

- Section 8: Part B of the TOR – Financial Offer

The EOI and accompanying documents downloaded from the website, must be delivered by Speed post/Courier/by hand, not later than 15:00 hrs on 28.02.2012 in sealed envelope clearly labelled ""Expression of Interest for Supervision Consultants for construction and Quality Control works" to the address given below:-

The Managing Director

Bihar Medical Services & Infrastructure Corporation Ltd (BMSICL)

5th Floor, Biscomaun Bhavan, Gandhi Maidan, Patna – 800 001, Bihar, INDIA.

The covering envelope and technical offer envelope will be opened on the same date ie 28.02.2012 at 16:00 Hrs in the presence of the interested firms or their authorised representatives. The Financial

offer of the technically qualified firms will be opened on a later date after intimation to the qualified firms.

BMSICL will not be responsible for any delay in receiving the EOI proposals. EOI from Companies failing to provide Demand Draft and requested information will be disregarded. The EOI will form the basis for Empanelment of Consultancy Firms. This EOI does not entail any commitment on the part of BMSICL either financial or otherwise. BMSICL reserves the right to accept or reject any or all EOI without incurring any obligation to inform affected applicants or the grounds. The EOIs will be evaluated based on the information provided.

Condition regarding award of work will be stipulated in the TOR document. The consultancy firms will be selected as per guidelines as indicated in TOR document.

For projects to be implemented in future; suitably modified TOR will be issued to the Empanelled consultants and based on their financial proposals; work would be entrusted to them.

Conditions:

- Successful consultants shall have to furnish within 15 (Fifteen) days of award of empanelment notice, a Performance Security amounting to Rs. 50,000 (Fifty Thousand only) in the form of a Bank Guarantee from any Nationalised bank of India
- A penalty of 5 (five) percent of each milestone for delay, would be levied

**Sd/-
Managing Director,
BMSICL**

Terms of Reference (TOR) for Supervision and Quality Control Consultants

INTRODUCTION.

Government of Bihar (GoB) is committed to provide timely and effective Health Care Services to the people of Bihar. A majority of the poor people of Bihar usually depend on Public/Government Health Care Delivery Systems to address their preventive and curative health needs. Optimal availability of good quality drugs procured at competitive prices, quality provision of health related services and proper construction and maintenance of health facilities are of paramount importance for better Health Care Delivery. In such a scenario, the financing and supply of drugs, services, etc. for government health services has become one of the key concerns for GoB.

To meet the above mentioned objectives in professional manner GoB has set up the Bihar Medical Services & Infrastructure Corporation (BMSIC) under the aegis of the Department of Health and Family Welfare (DoHFW). BMSIC is incorporated under the Companies Act, 1956 and is responsible for the procurement of quality drugs, equipments, services and works for the DoHFW.

The overall objective of BMSIC is to improve the performance of the health care system through systematic improvements in the quality, effectiveness and coverage of health services through proper infrastructure. The mandate for BMSIC is to strengthen the present Public Health Infrastructure in Bihar and build new health related infrastructure as per the plans and programmes of the Government of Bihar.

OBJECTIVES.

In order to ensure the timely and proper implementation of the various health infrastructure projects in accordance with the standards fixed in Standard approval manuals, BS codes, prevailing relevant international standards and best building practices, BMSIC requires the services of reputed and expert supervision and quality control consulting firms having well qualified technical and Project Management experts.

Objective of the Supervision and Quality Control consultants will be to assist the executing and implementing agencies in the project planning, implementation management and monitoring. The Supervision and Quality Control consultants will help in developing capacities of the project staff on project management on the job training basis.

SCOPE OF WORK.

1. Broad Scope of Work for Supervision and Quality Control Consultant.

- a) The Supervision and Quality Control Consultant shall be responsible for entire project quality management including execution & implementation of works at site, taking measurements preparation/checking and certifying contractor's bills and coordination with the appointed consultants and through the appointed contractors, obtaining the requisite statutory approvals related to the entrusted works, handing over the completed works to BMSIC or its designated agencies on its completion.
- b) The Supervision and Quality Control Consultant shall also carry out a Architect/Technical audit of the reports, drawing, designs, estimates, BOQ etc prepared by the Architect-Consultant such as site survey, evaluation and analysis including soil investigation, Structural design, design of internal and external services, Sanitary, plumbing, drainage, water supply and sewerage internal roads, electrification works etc, as the case may be as per detailed engineering designs & drawings, detailed cost estimates based on the details available in DPRs and as per site conditions, Bill of Quantities (BOQ) and working drawings, as per standard codal provisions.

- c) Day to day supervision of execution of construction works at site through contractors, quality control, taking measurements, preparation and certifying and finalizing the bill of contracts, handing over completed works to designated agencies and attend to CVC/audit queries & all arbitration/litigation cases with respect to the project till their conclusion.

2. Detailed Scope of Work.

- a. Coordination with respect to the Architectural and engineering designs prepared by the Architect - Consultant, regarding its implementation, project planning & site data collection etc.
- b. Prepare detailed PERT/CPM charts, analysis of various project related activities with reference to time frame, resource allocation & scheduling etc using latest techniques including developing MIS and software for approval.
- c. The Supervision and Quality Control Consultant shall develop a Project Schedule that coordinates and integrates the design efforts/schedule with construction schedules; update the project schedule incorporating a detailed schedule for all activities of the project, including realistic activity sequences & durations, process all drawing, bar bending schedule, check and finalize contractor's detailed programme of activities commensurate with the tender provisions, requirement of labour, materials & samples and delivery of products requiring long lead time procurement including the BMSIC's requirements.
- d. The Supervision and Quality Control Consultant shall perform all the duties, liabilities, functions and obligations as laid down with reasonable skill, care and diligence and also ensure that the works are executed at site strictly as per the approval granted by BMSIC / concerned local authorities, the terms and conditions of the Contract Agreement entered between BMSIC and the respective contractors within the given time frame & budget provisions.
- e. Cropping up of Extra items/substituted items and deviations should strictly be avoided. However in unavoidable circumstances extra items/ substituted items, for deviation the necessary statement duly supported by justification and analysis of rates shall be submitted by the Project Management Consultants as per formats approved by BMSIC along with Architect-Consultant's recommendations for extra/substituted items. The Supervision and Quality control Consultant should ensure that the case is put up for BMSIC's approval early enough so that in no case construction work suffers on his account. As regards grant of time extension cases, prior approval of BMSIC should be obtained. The Supervision and Quality Control Consultant shall keep BMSIC apprised of any delays, keep a hindrance register indicating all details of all such delays which will also be furnished with recommendation for approval of BMSIC for grant of extension of time by BMSIC to contractors.
- f. Complete day to day supervision of contracted building and development work ensuring quality management in accordance with tender stipulations, specifications drawing and site conditions. The quality management will be exercised at all stages of construction, viz approval of materials, inspection of equipment, usage thereof in proper proportions and workmanship at all stages of execution of individual items of work.
- g. Ensure proper establishment of field laboratories/quality control equipment on site to conduct test on materials/mixes being used for construction such as cement, steel, bricks, mortars, concretes etc. The Essential gauges, instrument etc. should be calibrated periodically. The Supervision and Quality Control consultant shall maintain necessary site records and obtain data in support of the same. They shall carry out field and laboratory tests as and when required on materials of construction as well as partially or completely erected structures etc. and maintain adequate records thereof.

- h. Suggesting modifications, if any due to site conditions and submit the recommendations along with cost variations on account of the same to BMSIC for approval.
- i. Ensure regular and timely flow of working drawing/instructions so as to complete the works without any delay on account of the same.
- j. Verification and recommendation for payment by BMSIC of contractor's periodic or stage wise bills for the work done and material/plant advance recording joint measurement of work and certificate of the bills that the Work is in accordance with the design, quality etc. and maintain necessary site computerized measurement records and other site records which are made available to BMSIC for verification/authentication if required by BMSIC.
- k. Monitoring progress by using modern methods of control such as computerized PERT/CPM, submission of progress reports of work executed monthly. Both financial and physical progress reports and with reference to prefixed target will be prepared in the approved MIS. Constant review of progress within present time and cost parameters will have to be done. The consultant will have to suggest improvements from time to time. Consultants shall inform BMSIC of the progress of the project vis-à-vis PERT/CPM control on a fortnightly basis.
- l. Complete administration and management of contract till expiry of the contract period.
- m. Co-ordination with other contracting agencies, the agencies like Bihar State Electricity Board, other local authorities, etc. which may be expected to be working in the same area.
- n. The supervision and Quality Control Consultant shall be responsible for assessing, verifying and sending replies to the day-to-day issues raised by the contractors during the execution of work or after completion of the work. However, in case of any claims with financial implication, approval of BMSIC shall be obtained. Nothing extra will be paid to the Consultant for such works.
- o. The consultant shall work as conciliator in the event of any dispute arising between the parties before the matter goes to legal forum. Consultant shall deal with all Arbitration/litigation cases either with Arbitrator or with any other court of law during the contract period as defined in the agreement till its conclusion.
- p. The Supervision and Quality Control Consultant shall prepare a realistic cash flow/expenses on budget head for the project on available information and update the same as required on a regular basis to reflect the current status.
- q. In case certain additional works are required to be carried out for obtaining approval of statutory bodies or to make the completed works/areas operational. Project Manager, on obtaining the approval from BMSIC shall ensure the completion of the same before handing over the said completed works to BMSIC, or to its appointed maintenance agency or to allottee/occupant authorized by BMSIC.
- r. Obtain and submit all the records from the consultant and the records of any changes made in the works during the progress of works and submit completion reports and completion drawings in five sets for the project, prepared by the contractor/consultant incorporating all such changes, duly authenticated as required for obtaining "Completion/Occupancy certificate" from statutory authorities, wherever required.
- s. Obtain certification and submit "As Built Drawing" prepared by the contractor at an appropriate scale indicating the details of building, structure and services duly authenticating and supply 8 set of as Built/ completion drawing to BMSIC and also hand over the originals of the completed drawings.
- t. Verification of work on its completion and issuing completion certificates for the completed works, so as to enable BMSIC to record completion of the works.

- u. Verification by taking and recording joint measurements with the appointed supervision and quality control consultants, of the final bill to be submitted by the contractors, process, certify and recommend as per the terms and condition of the contract agreement for release of final payment by BMSIC and attend to the observations/queries raised while processing the same for payments by BMSIC.
- v. Supervision and Quality Control Consultants shall also submit necessary information as required by BMSIC for finalization of accounts and commit to continue till the accounts are finalized at agreed upon terms.
- w. The Supervision and Quality Control Consultants shall maintain complete documentation and render all technical services as may in any way relate to or arise out of the construction of the said work as have been entrusted to the Supervision and Quality Control Consultants by BMSIC. The Supervision Consultant shall help in obtaining statutory approval/ approvals from the concerned authority, with respect to the completed works.
- x. The completed works shall be certified by the Supervision and Quality Control Consultants along with the necessary documentation in predetermined phase before handing over of the projects, to the BMSIC. Consultant shall also promptly attend to any defects/ deficiency noticed in the completed works within the scope of work of execution by BMSIC without demur.

REPORTS

The consultant will prepare and submit the following reports (as given below) to the Employer on the format prepared by the consultants and as approved by the Employer (except for commencement report)

Sl. No.	Report	Frequency	Due Date/Time	No. Of Copies
1	Inception Report	One Time	15 days after commencement of Service	10
2	Progress Report	Every Fortnight	Before 10th day of the following month	10
3	Final Report	One Time	Within 15 days of completion of services/contract.	10

COMMENCEMENT REPORT

The Commencement Report shall contain the details of all meetings held with the Client and the contractor and decisions taken therein, the resources mobilised by the Consultants as well as the contractor and the Consultant's perception of the management and supervision of the maintenance works. The Report shall also include the Work Programme and Resource Mobilisation for the Project.

PROGRESS REPORT

The Progress Report shall contain details of all meetings, decisions taken therein, mobilisation of resources (Consultants and the contractor), detailed compliance report of each activity, progress and the projected progress for the forthcoming periods. The Report shall clearly bring out the delays, if any reasons for such delay(s) and the recommendations for corrective measures.

FINAL REPORT

The consultant will prepare a comprehensive final completion report after completion of the work. The report shall incorporate summary of the method of maintenance supervision problems encountered and solutions undertaken thereon and recommendations for future projects of similar nature to be undertaken by the employer.

PAYMENT SCHEDULE

Payments to consultants would be done by BMSIC on monthly basis as quoted by the Firm/Agency in Financial Proposal. These payments would also be linked to actual deliverables and would be subject to recommendations made by BMSIC at various point of time during project implementations,

Sl. No.	Description	Percentage of Payments
Stage - I	The total fee shall be paid in monthly instalments Let Monthly Remuneration = X Therefore monthly payment= {X - 15% of X} [15% from every monthly payment shall be retained by BMSIC as performance security]	85%
Stage - II	After complete satisfaction of work completion of project and over all drawing & map etc. to BMSIC (Release of Performance Security post 6 months of the work completion)	15%

Note:-

1. Deduction of taxes as required shall be made from the fee at every stage of payment as applicable.
2. Service tax and education cees will be paid extra by BMSIC.

Submission of Offer:

The interested Firms will have to submit their offer along with a Demand Draft (Non refundable) amounting to Rs. 10,000.00 (Rupees Ten Thousand) in favour of Bihar Medical Services and Infrastructure Corporation Limited, payable at Patna. The offer must be submitted in two separate envelops. The envelope containing the technical details as required should be superscribed "Technical Offer" and the rates should be offered in another envelop superscribed "Financial Offer". Both the envelopes should be kept in a single envelope and sealed. The envelope should be clearly labelled "Expression of Interest for Supervision and Quality Control Consultants", and should be delivered by Speedpost/Regd./courier/hand, no later than 15:00 hrs on 28.02.2012 on the following address:-

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List of key Personal to be deployed on Supervision and Quality Control Works.

SI no.	Personal	Qualification	Contract Package Size					
			Rs. 30 to 70 Lacs	Rs. 70 Lacs to 2 Crores	Rs. 02 Crore to 50 Crores	Rs. 50 Crores to 100 Crores	Rs. 100 Crores to 200 Crores	More than 200 Crores
1.	Project Director	B.E Civil + 15 Years Exp. (5 Years as Project Manager or Retired DGM)			1 no.	1 no.	1 no.	2 no.
2.	Project Manager	B.E Civil + 15 Years Exp. (5 Years as Manager or Retired E.E)	1 no.	1 no.	1 no.	1 no.	2 no.	3 no.
3.	Project Engineer	B.E Civil + 10 Years Exp.	1 no.	1 no.	1 no.	1 no.	2 no.	4 no.
4.	Design Engineer	B.E. Civil + 10 Years Exp.			1 no.	1 no.	1 no.	2 no.
6.	Electrical Engineer	B.E Electrical + 05 Years Exp.			1 no.	1 no.	1 no.	2 no.
Total :-			2	2	5	5	7	13

* In addition to the above office and office support staff should be provided.

PART –B

(TO BE KEPT IN FINANCIAL OFFER)

FINANCIAL OFFER

Sl. No.	Description	* Amount In figure	* Amount in Words
1.	Project Cost Rs. 30 Lacs to 70 Lacs		
2.	Project Cost Rs. 70 Lacs to 2 crore		
3.	Project Cost 2 crore to 50 crore		
4.	Project Cost 50 crore to 100 crore		
5.	Project Cost 100 crore to 200 crore		
6.	Project Cost more than 200 Crore		

* The charges should be inclusive of all taxes.

Signature of Bidder

ANNEXURE 1: SUMMARY SHEET

Name of the Firm	Name of Associated Firms (s)/JV if any
Address of Head Office	Contact Person
Year of Establishment	Number of Offices (India and Abroad)
Presence in How many States (Presence means full time Office)	Presence in How many Countries
Financial Turnover* in last three years (Rs in Crores) Year 2010-11: Year 2009-10: Year 2008-09: Net worth of Firm *Audited Statements to be enclosed	ISO Certification (Yes/No)
Number of Full Time Staff Key Professionals: Support Staff:	
Any Award or Felicitation received by the Firm	
Any Other Relevant Details	

ANNEXURE 2: DETAILS OF PROJECT CARRIED OUT IN THE LAST FIVE YEARS UPTO 31.3.2011 WITH BEST ILLUSTRATED QUALIFICATIONS

Name of Assignment:	Country
Location within Country:	Professional Staff provided by the firm
Name and address of the Client:	No. of Staff:
Start date(Month/Year) Completion date (Month/Year)	Approx Value of Works done (In INR)
Name of Associated Firms(s) if any:	No. of the Months of Professional Staff provided by Associated Firm (s)
Name of Senior Staff (Project Director/coordinator, Team Leader) Involved and function performed	
Brief Description of Project:	
Description of Actual Services Provided by the Staff	

ANNEXURE 3: LIST OF PERSONNEL WITH QUALIFICATIONS

(KEY PROFESSIONALS & MANAGERIAL STAFF)

Sl. No.	Name	Qualification	Area of Expertise	Total years of working Experience
1				
2				
3				
4				

ANNEXURE 4: FORMAT OF CURRICULUM VITAE (C.V.) FOR KEY PROFESSIONALS

Name of Staff :	
Position in the Company :	
Total year of Experience :	
Profession :	
Date of Birth :	
Years with Firm :	
Nationality :	
Membership of Professional Societies	

Key Qualifications:

(Given an outline of staff member's experience and training pertinent to take on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. use up to half a page).

Education:

(Summarize college/University and other specialized education of staff member, giving names of schools,dates attended and degrees obtained. use up to a quarter page)

Employment Record:

(Starting with present position, Listed in reversed order, every employment held. List of all position held by staff member since graduation giving dates names of employing organisation title of positions held and location of assignments. Where appropriate. Use up to three quarters of a page.)

Languages:

(Indicate proficiency in speaking, reading and writing of each language by "excellent", "good", "fair" or "poor")

Certification:

I, the undersigned, certify that to the best of my knowledge and belief this bio data correctly describes myself, my qualification my experience.

Authorized Representative of the Company

Signature.....

Date:.....