

PRESS NOTICE

INVITATION FOR EXPRESSION OF INTEREST FOR SHORT-LISTING FOR ARCHITECTS/ARCHITECTURAL FIRMS

Consulate General of India, Vancouver (201-325 Howe Street, Vancouver, BC, V6C1Z7.) invites Expression of Interest (EOI) from Architects/Architectural firms, henceforth referred to as Applicants, for short-listing in respect of the project involving demolition of existing structures including asbestos removal according to local laws and design for construction of Residence and ancillary structures. The following indicative activities will need to be undertaken by the selected Applicant:

Overall planning and design of the project which shall include Architectural, Landscaping, Interiors and other associated services, preparation of master-plan of the entire site, drawings and documents for all stages of the project including obtaining approvals from local statutory authorities, preparation of tender documents based on template provided by the Consulate General, tender processing and periodic supervision of design implementation during construction phase of the project.

1. The built up area of the project is expected to be 675 sqm.
2. Detailed information is available on the official website of [www. cgivancouver.org](http://www.cgivancouver.org).
3. EOI with all enclosures, including its scanned PDF copy needs to be submitted at the Consulate General of India, Vancouver on or before November 09, 2016. Late submissions will be summarily rejected.
4. Applicants with at least 10 years professional experience, registered with the appropriate statutory authorities and permitted to practice as an Architect/ Architectural firm in Vancouver, are requested to submit documents for evaluation of their eligibility. Eligible Applicants will be further evaluated through a two step process and will be ranked for short-listing up to a maximum of 8 Applicants. Details of eligibility criteria and selection process are given below.
5. As the next step of the process, short-listed Applicants will be given the Design Brief of the project for submission of their respective Concept Design and Financial Proposal for selection of the Project Architect.

BACKGROUND AND INTRODUCTION OF THE PROJECT FOR THE DEVELOPMENT OF A DIPLOMATIC RESIDENCE FOR THE CONSULATE GENERAL OF INDIA, VANCOUVER

1. BACKGROUND

1.1 The Consulate General of India in Vancouver was set up well over 30 years ago. The site for the Consul General's Residence in West Vancouver (henceforth referred to as "Project"), address of the Project/any other details can be obtained by sending an e-mail at indiainf@telus.net. The plot has an area of 24,800 sft (2304 sqm). It is flanked on both sides by residential plots and has a road on the rear. The site is generally flat. There is an existing two storeyed house on the plot. The plot has a gate and driveway on the front and perimeter fencing all around, with thick hedges in some places on the remaining sides. There are a few trees near the plot boundary on the front and some trees in the backyard. There are existing residential buildings in surrounding plots. The covered area for the project will be about 675 sqm.

1.2 The construction program envisages the demolition of the existing structures including asbestos removal according to local laws and construction of a detached Residence and auxiliary facilities.

1.3 The Project area will include Residence with attached Service/Technical staffs' rooms and parking facilities. In addition, provisions for services and security would need to be included in the overall plan.

1.4 The Residence is expected to function efficiently with the help of modern security systems, heating systems, smooth circulation and integration of open and built-up spaces and functional segregation of spaces for guests and residents.

1.5 Climatic Conditions – Vancouver experiences a moderate oceanic climate with summer months that are typically dry. The daily maximum temperature averages 22 degrees C (72 degrees F) in July and August. In December, January and February, daytime temperatures hover around 6 degrees C, though it rarely falls below freezing at night. On an average, snow falls on eleven days in a year. Average yearly snowfall is 38.1 cm (15 inch).

1.6 Development Norms - The building norms applicable to the site are as below:

- Plot area : 24,800 sft. (2304 sqm)
- Site Coverage : 30% of lot area
- FAR : 0.35 (35% of lot area)
- Set Backs : as per local norms
- Parking : Parking provisions to be made as per local norms.

1.7 Functional Requirements - The detailed space requirements are as per the prescribed norms of Government of India and broadly the covered areas for the proposed buildings are:

- Residence : 550 sqm
- Stairs and circulation @ 10% : 55 sqm
- Service/Technical Staff accommodation : 2x15 = 30 sqm
- Garage for 2 cars : 2x20 = 40 sqm
- **Total** : **675 sqm**

2. GENERAL INSTRUCTIONS

2.1 Selection of the architect/architectural firm shall be as per the selection process described later in this document. Decision of the Government of India (*Ministry of External Affairs, New Delhi*) regarding the selection will be final.

2.2 Applicants must fully acquaint themselves about the scope of the assignment and local conditions before submitting the 'Expression of Interest' (EOI). They may visit the site with prior appointment and with permission of the Mission and seek clarifications, if any.

2.3 No further queries will be entertained at the EOI stage. Short listed applicants (refer paragraph 4 of Press Notice) may seek clarifications during Concept Design stage. Such clarifications will be posted on Mission's website. Applicants are advised to visit the website regularly.

2.4 References and certificates from the respective Institutes should be signed by an officer not below the rank of Head of Administration in case of Government department or General Manager in case of Private bodies.

3. ELIGIBILITY CRITERIA

3.1 To be eligible for pre-qualification, the applicant should be an Architect or Architectural firm. This would include an existing Joint Venture company as well, meeting all other eligibility criteria. The applicant (or joint venture, in the case of JV firms) must have his/her/its headquarters or a branch office in Vancouver, and must have provided architectural services for executed projects in the past 10 years for at least one of the following:

At least three detached residences or one diplomatic residence building with a total built up area of 600 sqm or more;

OR

Two or more detached residences of 500 sqm or more;

OR

Three or more detached residences of 400 sqm or more.

3.2 In the above criteria for the architectural services, similar project means having the scope of work similar to scope of this project i.e. providing comprehensive services for planning, design and architectural services (*including civil, electro- mechanical, plumbing, HVAC, security, land-scaping, external services, interior-designing etc.*).

3.3 The applicant must be registered with the appropriate statutory authorities and permitted to practice as an Architect/ Architectural firm in Vancouver. They should also have at least 10 years post registration experience of providing architectural services for executed projects.

3.4 For submission details refer to Section 6.

4. **DESIRABLE CRITERIA**

4.1 National or International level competitions and awards won for executed projects of independent residences during the architectural practice.

4.2 Experience in use of green technologies with standard ratings (eg. GRIHA, LEEDS, etc.), energy saving practices like use of solar power, etc. in executed projects of independent residences – any three similar projects implemented by the applicant.

4.3 Experience of having executed work based on single stage two envelope (two bids) system of tendering and familiarity conversant with FIDIC conditions of contract.

5. **SELECTION PROCESS**

5.1 The selection of the architect/architectural firm is through a two-step selection process:
(i) Short listing of eligible EOI applicants based on ranking on additional desirable criteria, and
(ii) Technical and financial evaluation of proposals submitted by the short-listed applicants.

Each Applicant will submit an EOI, structure of which is given later in Section 6, along with a suitable covering letter. There will be a screening of EOI based on which eligible architectural firms shall be short-listed.

5.2 Short-listed applicants will be given a Design Brief detailing the design parameters. They will be required to submit Technical and Financial Proposals in two separate sealed envelopes and make a presentation of their capability and the technical proposal before a Selection Committee. The Selection Committee will evaluate the proposals for ranking in order of their cumulative scores on the technical and financial weightage (technical 75 + financial 25)

5.3 The applicant with maximum cumulative score will be invited for selection and required to enter into an agreement with the Mission.

6. **SUBMISSION OF DOCUMENTS FOR SHORT LISTING**

6.1 **For Eligibility Criteria**

Applicants are required to provide certified or self attested documents for the following:

a. Copy of Registration certificate from the appropriate statutory authorities permitting Applicant to practice as an Architect/ Architectural firm in Vancouver.

b. Address of the company headquarters or branch office, as given in the Company registration document (copy to be attached).

c. Applicants are required to provide information of the projects completed in the last 10 years and which are similar to the proposed diplomatic residence project. Only those projects will be considered which satisfy the eligibility criteria (as prescribed in Section 3.1 above) determined from the following data duly certified by the client.

Project summary with photographs	
Project name, location and brief description	
Project owner/ Name of Client	

Date of Commencement and Completion of the Project	
Total plot area and total covered area (in sqm)	
List the key constituents in the project and their area	
Scope of work handled by the applicant in this project	
References (name, title, telephone number/ email)	

6.2 For Desirable Criteria

- a. Attach certified copy of citation/ award received or copy of official announcement in press. Details of the projects which were awarded, provided in format given in 6.1 - c above.
- b. Copy of certificate received for use of Green Technologies in respect of buildings or projects/buildings (Refer paragraph 4.2). Write up on a single page A4.
- c. Details of projects executed based on single stage two envelope (two bid) system of tendering and FIDIC conditions of contract, provided in format given in 6.1 - c above.

6.3 Conditions of eligibility for Joint Venture firms

A certified copy of MOU between the firms having a joint venture shall be provided. The joint venture firm shall meet all the laid down criteria of registration, experience, turnover, awards etc. as a single entity, to be considered from the date of the joint venture MOU.

7. NOTE

7.1 Please provide sufficient information and valid proof for each parameter/factor assigned for calculating scores against each Desirable Criteria. If sufficient information and valid proof is not available about some parameter/factor during evaluation, Zero (0) score may be assigned to that parameter/factor.

7.2 Information, as sought for each Desirable Criteria, is to be given by individual applicant or each member of the consortium including lead member separately as attached annexure.

7.3 Length of experience will be counted as on the date of publication of Press Notice.

NAME OF THE APPLICANT:

ADDRESS:

CONTACT DETAILS: