

EXPRESSION OF INTEREST (EOI)
for
“Design, Development, Supply and Installation of
interiors & furniture for Central Library of AIIMS
Bhubaneswar”



EOI No : J-11044(013)/2017-18/S&P
Issue Date : 06-02-2018
Last Date of Submission : 05-03-2018, 03.00 PM

Estimated cost put to project- Rs. 70 lakhs

Last date & time of submission of EOI Documents at AIIMS Bhubaneswar is on or before **5th Mar 2018** up to 03.00 pm. The EOI document can be downloaded from AIIMS Bhubaneswar website www.aiimsbhubaneswar.edu.in.

EOI to be submitted to:

Sr. Procurement-cum Store Officer

All India Institute of Medical Sciences (AIIMS), Bhubaneswar
Sijua, Patrapada, Bhubaneswar, Odisha 751019

All India Institute of Medical Sciences (AIIMS), Bhubaneswar

EXPRESSION OF INTEREST (EOI)

AIIMS BHUBANESWAR (AIIMS BBSR) invites Expression of Interest (EOI) from specialized agencies having experience in planning, manufacturing, maintenance, designing interiors and implementation of standardised and modular furniture for library/ other similar related works in reputed Govt. or private institute. The Minimum Eligibility criteria are defined in clauses 1, 2 & 3 below:

1. The applicant should be a well-established specialized agency having experience in Design, Development, Supply and Installation of interiors & furniture for library and computer centre or similar related works in reputed Govt. or private institute.
2. The applicant must have at least 3 years experiences in setting up library on turn key basis for reputed Govt./ private institution. And they have executed work of not less than Rs 50 lakh in one year or Rs.30 lakh in each case for 2 or more works or Rs 20 lakh in each case for 3 or more work in a year. Work completion certificate from reputed Govt. institute or Dept. will be attached.
3. Should have solvency of Rs.30 lakhs certified by a Scheduled Bank and obtained not earlier than three months before the date of submission of EOI.

Agencies not meeting the minimum eligibility criteria shall be summarily rejected. AIIMS BBSR may ask any other document (not mentioned in this EOI document) from the parties as and when required, for evaluation of credentials of the bidders.

Location of work: The interior designing of present library of AIIMS BBSR which is located in the third floor of Administrative building of campus. There are following halls which need to be planned:

- i. Book display hall
- ii. Student reading room
- iii. Faculty reading room
- iv. Librarian room
- v. Computer room

All the rooms are independent and connected by corridor.

Required materials and Technical aspects

The scope of work encompasses the supply and installation of following fixtures and furniture for library as follows:

- a. Bookshelves
- b. Sofas
- c. Centre table
- d. Reading tables

- e. Study carrels
- f. Chairs
- g. Notice boards
- h. Book trolley
- i. Book issue and return counter with chairs
- j. Property/Baggage counter
- k. Book supporter
- l. Librarian table
- m. Staff working table with PC facility
- n. Step tool
- o. Spinner for newspaper
- p. Collaborative booth seating
- q. Reception table
- r. Laptop chairs
- s. Signage
- t. Bayend panel
- u. PC tables and chairs for Computer centre of library
- v. Fixing of grill/sieve in windows of book display section of library
- w. Furnishing work related to lighting, flooring and walls etc

The specifications of the above materials are provided in following paragraphs:

a. Book shelves

Double sided open shelving unit assembled, 2100 mm height in a special reinforced foot.

Each posts to contain six flat shelves of 300 mm depth

Both sides shelves must be having height adjustment feature

All the post should be manufactured in a way that it can be accommodated with spine out display shelves. Powder coating of all metal units must be of 70 micron

The minimum factor of safety considered is 1.65 on yield stress. The allowable deflection will be limited to span/200. The primary supplier for the raw materials should be Essar steel or Tata steel or equivalent.

b. Sofas

Two two-seater and four one-seater sofas

Fabric cover

High cushion

Metal/Wooden base

Fully assembled

c. Centre table for sofas

Two centre tables, Upper Glass materials, Metal/wooden base

d. Reading table-rectangle shaped

2400 L*1200D*750H mm

Metal frame, powder coated

e. Study carrels (personal reading facility)

Seating capacity for 1 person, provisioned with a acrylic divider and keyboard tray cable

Powder coating of all metal units, edges finished with 2mm pvc edge biding.

f. Reading Chairs

Cushioned, hand rest, the armrests are scratch and weather resistant. Various models will be checked

g. Wall Notice boards

6ft*4ft, metal border,

h. Book trolley

3 /2 sloping shelves

1040 H*800W*460 D mm

Metal with powder coating, 100-125 kg capacity

Suit both carpet and hard floors

i. Book issue and return counter (reception counter) with chairs

2100 L*750 B*1200 H mm

j. Property/Baggage counter

Pigeon hole model, table top made up of 22mm interior rage Calibrated Moisture resistant plywood

k. Book supporter

500 L*140W*145D mm

Bookend made up of 1.6 mm thick grade sheet

Die punched shaped, No sharp edges

l. Librarian table

1800 L*750D*750H mm

With arrangement for PC and drawer

m. Staff working table with PC facility

n. Step tool

410 Dia*410 H mm

Made up in good quality steel, powder coated with 70 micron

Bottom will have spring loaded castor

Wheel fitted to move easily

Capacity to bear 120 kg

o. Spinner for newspaper

1300H*505L*505 D mm

4 tiered spinner, 4shelves are provided

p)Collaborative booth seating

2350 L*1350 D*900 H mm

Includes table, curved shaped soft seating for 8 people, seating capacity 16 people

q)Reception table

2100 L*750W*1200 H mm

r) Laptop chair-e library

690H*800W*800D mm

s)signage

600mm*1200mmW*3MM

t) Bayend panel

2100H*725D mm

Made of fibre board-17mm thick, both side laminated, color matching to running color scheme

u) PC tables and chairs for Computer centre of library

Partitioned to accommodate computers, 900(L)X600(W)X750(H) mm

v) Fixing of grill/sieve in windows of book display section of library

Fixing of grills or any such protectives are required for safeguard of books in book shelves section. The holes/gaps of grills should not be more than 2.5*2.5 mm. The metal preferably aluminum. There are three windows with dimension 4ft*12ft and three windows with 4ft*6ft.

w) Furnishing work related to lighting, flooring and walls etc

Note: All the work and entire set up of library will be on turn key basis.

Kindly note that the views presented above is the proposed plan and basic concept of library and subject to modifications for improvements. However, decision of technical committee constituted by AIIMS BBSR will be final in this respect.

Scope of complete work: In general, the entire work shall consist of the following three stages:

Stage-I (EOI by Vendors):

- Expression of Interest (EOI) from specialized agency meeting minimum Eligibility criteria are defined in clauses 1, 2 & 3.
- Technical evaluation committee appointed by the competent authority of AIIMS BBSR shall shortlist the agencies based on minimum eligibility criteria and terms and conditions specified in the EOI.
- The interested agencies may visit the actual site for getting necessary details.

Stage-2 Evaluation, short listing of vendors & issue of tender documents (2 part bidding system):

- Shortlisted agencies shall be called for making a presentation at AIIMS BBSR on the date and time intimated by the institute. The presentation should clearly spell out following points:

- 1) Brief history and financial strength (turn over) of the company. Similar work already executed.
- 2) The representatives of agency will give details presentations regarding his plan, designing, setting up the library with visual modelling.

- 3) Design considerations along with suggestions for improvements, for this work, for achieving, better performance of the facility. Such information shall be based on the vendor's completed work experience and meeting all the norms and regulations.
- 4) Brief description, specifications of materials, the source of materials will be presented by the agency.

The presentation will be followed by technical discussions with the AIIMS BBSR committee and a site visit, if necessary. Committee also might inspect the completed work sites of the vendors, if required.

- The decision regarding qualifying the agencies will be reviewed by the committee constituted for the purpose. The decision of the committee in this regard shall be final and binding in all respects.
- Tender document complete in all respects shall be issued to only short listed agencies after stage 2 for submitting technical and financial bids.
- Any query regarding tender document can be communicated within one week to central library.
- AIIMS BBSR may conduct a pre-bid conference to sort out any issues if they arise. Pre bid deliberations shall be part of the process.

Stage-3 (Evaluation of tenders):

- Bids to be submitted along with EMD and all the required documents and proof as per the requirements indicated in the tender documents
- Technical bid will be opened first and financial bid of only technically qualified bidders will be opened on a later date.
- Period of completion / Time limit for completion of work shall be 120 days from acceptance of work order.
- Technically accepted, financially lowest offer to the Bidding Documents shall be considered for award of work.
- Any shifting of present furniture and fittings in the place of work will be carried out by the agency without additional cost.

Submission of EOI Documents

The EOI submitted by the agency shall comprise the following:

- a) Documents in support of Minimum requirements as per clause 1, 2 & 3.
- b) Information in specified format and any other information required to be completed and submitted by Bidders in accordance with these instructions. A soft copy in DVD need to be submitted.

c) Information as per Annexure-1 should be completed and provided along with formats.

d) The EOI in prescribed form duly filled up with dated signature and seal (in all pages) shall be submitted in a sealed cover. The sealed cover shall be Super-scribed with "Design, Development, Supply and Installation of interiors & furniture for library of AIIMS Bhubaneswar " must be dropped in the tender box at office of the Sr. Procurement-cum Store Officer, All India Institute of Medical Sciences (AIIMS), Bhubaneswar Sijua, Patrapada, Bhubaneswar, Odisha 751019 on or before **05-03-2018**, up to 3.00 pm. EOI document will be opened on the same day at. 3.30 P.M, in the presence of the bidders or their authorized representatives who wish to attend. If the office happens to be closed on the date of receipt of the EOI as specified, the EOI will be received and opened on the next working day at the same time and venue. EOI sent by post should reach All India Institute of Medical Sciences (AIIMS), Bhubaneswar on or before **05-03-2018** up to 3.00 pm. AIIMS BBSR shall not be responsible for any postal delay.

e) EOI Validity: The EOI submitted shall remain valid for acceptance for a period of 180 days from the date of opening of the EOI.

Clarification & Query:

Department	Central Library
Contact Person	Dr. J.N. Dash (Sr. Librarian)
Contact Details	seniorlibrarian@aiimsbhubaneswar.edu.in centrallibraryaiimsbbsr@gmail.com Ph No- 0674 2476900

LETTER OF TRANSMITTAL

The applicant should submit the letter of transmittal attached with EOI document.

LETTER OF TRANSMITTAL

From

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To,

The Sr. Procurement-cum Store Officer, All India Institute of Medical Sciences (AIIMS),
Bhubaneswar Sijua, Patrapada, Bhubaneswar, Odisha 751019

Sub: EXPRESSION OF INTEREST (EOI) for "Design, Development, Supply and Installation of
interiors & furniture for Central library of AIIMS Bhubaneswar "

Sir,

Having examined the details given in press notification and the EOI, I/we hereby submit the
EOI document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed
forms and accompanying statements are true and correct.

2. I/We have furnished all information and details necessary for eligibility criteria and have
no further pertinent information to supply.

3. I/We submit the requisite certified solvency certificate and authorize the Sr. Procurement-
cum Store Officer, AIIMS Bhubaneswar to approach the Bank issuing the solvency certificate
to confirm the correctness thereof. I/We also authorize Sr. Procurement-cum Store Officer,
AIIMS Bhubaneswar to approach individuals, employers, firms and corporation to verify our
competence and general reputation.

4. I/We submit the following certificates in support of our suitability, technical knowhow &
capability for having successfully completed the following works.

Name of Work:

Certificate from

1.

1.

2.

2.

3.

3.

Enclosures:

Seal of applicant

Date of submission

Signature(s) of applicant(s)

Annexure-1

FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that;

_____ (Name of the individual or the firm)

(Name of the proprietor in case of a sole proprietorship concern or names of partners in case of partnership concern as per bank's record, be indicated)

_____ (Address of the customer as per bank record)

is a / are customer(s) of our bank, is/are respectable and can be treated as good for any engagement upto a limit of Rs. _____ (Rupees _____ only)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Signature of the Manager

Seal of Bank

Note : This certificate should be issued on the letter head and addressed to Sr. Procurement-cum Store Officer, All India Institute of Medical Sciences (AIIMS), Bhubaneswar Sijua, Patrapada, Bhubaneswar, Odisha 751019 in a Sealed Cover