



**Government of Kerala
General Administration Department**

Request for Proposal (RFP)

for

Selection of Architect Consultant

for comprehensive planning, designing and project supervision for
redevelopment of properties owned by Government of Kerala in

New Delhi

I Purpose of the Assignment

Government of Kerala intends to select an **architect consultant** for providing consultancy for comprehensive planning, designing, three projects in New Delhi including but not limited to the preparation and development of master plan, concept designs, architectural design, working, interior, structural and service drawings for all the buildings. The scope will also include preparation of specifications and detailed estimates, preliminary and working drawings for the services like HVAC, electrical, plumbing, firefighting, IT, landscaping, roads & paths, traffic movement, parking & furniture along with cost estimates, drawings and specifications etc. including space planning, infrastructure planning and supervision of the execution of the final awarded works as per detailed scope of work for the proposed projects.

The three project sites are:

1. Kerala House at Jantar Mantar, New Delhi
2. Travancore House at Kasturba Gandhi Marg, New Delhi
3. Kapurthala Plot, on Copernicus Marg, New Delhi

II Proposed Buildings and Services

- a) The project for the 3 sites will be designed as expandable & scalable, sustainable state -of -the- art campus with modern functional, efficient and economical buildings conforming to best international practices.
- b) Generally the buildings shall take into account local Indian architectural features and be sensitive to the cultural context. The complex will have major component (buildings) as described in this section.
- c) All proposed buildings and corresponding infrastructure shall have to be scalable and future ready.

III The sites shall have following facilities:

1 Kerala House plot

Located near Jantar Mantar, New Delhi in the heart of the National Capital Region of Delhi with an approximate area of 10,000 sqm, Kerala House currently has a Main Block, an Additional Block, Quarters for Staff and Cochin Palace.

The Proposal is to develop:

- i. A state-of-the-art guest house with around 150 guest rooms, reception to accommodate guests, and 2 dormitories with common toilets and other facilities.
- ii. Dining facilities and banquet hall as an allied service will be required for the guests with all related back of house related facilities.
- iii. A gymnasium with latest facilities will be developed keeping in mind the health and fitness of the residents / guests.
- iv. One conference room and office work rooms (Business Centre) will also be planned.
- v. A facility management area / front office needs to be provided.
- vi. Any other facilities logically suitable for the project.

Plot Area: ~10,000 SQM

2 Travancore House Plot

Very closely situated to the Kerala House stands the Travancore House with approximately 32000 sqm of land area. The existing buildings there include Travancore Palace (Heritage Building) and a few staff quarters of temporary nature. The idea is to convert the Travancore Palace Plot as a cultural center.

This project will see:

- i. New Convention Center to facilitate proper organization of events and cultural functions.
- ii. An art gallery & museum to showcase the heritage and cultural wealth
- iii. A state of the art library hosting racks of historical and cultural content. The library must have digital archiving as well.
- iv. An auditorium hall with a capacity of 1500 pax, one of capacity 300 pax and two halls of 200 pax need to be developed to hold cultural events and gatherings, catering to audience as per requirement.
- v. One dining area to handle 500 pax, adjacent to the auditorium hall will also be provided.
- vi. An open air theatre to host cultural events.

- vii. Cafes with a blend of Keralite themes which are appropriate in the context of Delhi weather.
- viii. Retail area and exhibition hall to showcase the artifacts and other State specific items from Kerala.
- ix. Work Suites for Hon'ble Governor of the State, Chief Minister, Resident Commissioner and Additional Resident Commissioner and will also be included along with other allied offices / attached offices like NORKA Cell, NORKA – Roots, Tourism Department, Information & PRD, Law Office, KELTRON, KSEB, etc. These areas will have independent entrances along with key concentration on the privacy of these offices.
- x. Three small conference/seminar Halls also need to be developed.

Plot Area: ~ 33,000 SQM

3 Kapurthala Plot

On Copernicus Marg, New Delhi, in close proximity to Travancore Palace Plot with an Area of about 16000 sqm, is the Kapurthala Plot. There are a total of 54 numbers of old military barracks present at the plot currently, which were converted to staff quarters. The Government of Kerala envisages:

- i. A state-of-the-art Ayurveda Center with about 100 beds and 4 examination rooms, with 2 areas dedicated for physiotherapy.
- ii. A pharmacy, to cater to the prescribed requirements of the Ayurvedic hospital along with a retail store area as well.
- iii. 2 gymnasium areas is also planned for this complex.
- iv. 6 Executive Treatment Rooms and 6 Treatment Rooms are planned for development in the OPD & Admin block.
- v. Kitchen and dining to support the requirements from this hospital to be planned as well.
- vi. 115 Deluxe Rooms for patients need to be provided in the In-Patient Block.
- vii. Areas for future development need to be marked and left open for expansion.
- viii. Ayurveda educational and training complex.

- ix. Skill Development Centre.
- x. Financial Complex.
- xi. State Facilitation Centre.
- xii. State Entrepreneurs Facilitation Centre.

Plot Area: ~16,000 SQM

IV Role/Scope of the Architect Consultant

The Architect Consultant shall provide **Comprehensive Planning and Designing for Redevelopment of: Kerala House plot at Jantar Mantar Road, Travancore House plot at Kasturba Gandhi Marg, and Kapurthala Plot at Copernicus Marg in New Delhi** including but not limited to the preparation and development of Master Plan, Concept Designs, Preliminary and Detailed Architectural Design, Interior & Structural Drawings for all buildings, including preparation of specifications and Detailed Estimates, Preliminary and Working Drawings for the services like HVAC, electrical, plumbing, firefighting, IT, landscaping, roads & paths, traffic movement, parking & furniture along with cost estimates, drawings and specifications etc. including space planning, infrastructure planning and services planning for kitchen, laundry as per detailed scope of work for the proposed (3) projects.

The selected Design Consultant shall be required to provide services in respect of the following:

1 Concept Design & Master Plan

- i. Ascertain Government of Kerala's requirements, including requirements in foreseeable future, examine site constraints & potential; and prepare and submit a Design Brief for Government of Kerala's approval.
- ii. Prepare and submit a report on site evaluation, state of existing buildings, if any, and analysis and impact of existing and/ or proposed development on its immediate environs.

- iii. Prepare and submit report on measures required to be taken to mitigate the adverse impact, if any, of the existing and/or proposed development on its immediate environs.
- iv. Submit Design Basis Reports in respect of structural systems and all services.
- v. Prepare and submit Conceptual Designs & Master Plan with reference to design brief given and prepare preliminary estimate on cost area basis, for all components, blocks/ buildings, services of the project.
- vi. Volumetric study and urban form recommendations, pedestrian/ vehicular movement and parking may be provided if they highlight the scheme's salient points.
- vii. Architectural controls/ guidelines for the Master Plan/Concept Plan complying all the existing bylaws of the region and latest Master Plan.

2 Preliminary Design and Drawings

- i. Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, walk through/ 3-D models etc., for the required approval along with preliminary estimate on cost area basis.

3 Drawings for Statutory Approvals

- i. Prepare drawings necessary for obtaining all the statutory approvals ensuring compliance with codes, standards and legislation, as applicable and obtain statutory approvals thereof, as required.

4 Working/Detailed Drawings and Tender Documents

- i. Prepare working drawings (coordinated across various disciplines), specifications and schedule of quantities, detailed estimate of cost and tender documents including mentioning code of practice covering aspects like mode of measurement, method of payments, quality

control procedures on materials & works and other conditions of contract.

5 Good for Construction Drawings

- i. To prepare and submit all Good for Construction drawings within the time as specified in RFP.
- ii. During the execution stage, the selected Design Consultant is expected to visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction works and where necessary clarify any decision, offer interpretation of the drawings/specifications, attend conferences and meetings to ensure that the project proceeds generally in accordance with the conditions of contract and keep the executing agency informed and render advice on actions, if required.
- iii. The Soil Investigation/Topographical Survey Report will be provided to the bidders. It is for guidance only.
- iv. The designs and drawings should comply to GRIHA 5- Star, Version 3 rating or as per latest revision.
- v. The final structural designs/drawings submitted shall be got proof checked from Indian Institute of Technology (IIT) / National Institute of Technology (NIT) as approved by Government of Kerala.

V Deliverables

1 Concept Design

a. General

- i. Ascertain Government of Kerala's requirements in consultation with various stakeholders, examine site constraints & potential and document Detailed Project Requirements (physical spaces and functional activities).
- ii. Prepare & submit report about the site after evaluation of the state of existing buildings, if any; and analysis and impact of existing and/ or proposed development on its immediate environs.

- iii. Prepare & submit a report of requisite compliances, identifying all applicable regulations, development guidelines such as FSI applicability, ground coverage, set-backs, building heights, development constraints, environment controls.
- iv. Demonstrate approach to Master Planning and Architectural Design showing vision for the project, design philosophy and strategic approach.
- v. Prepare & submit Design Brief Document encapsulating the above for Government of Kerala's approval.
- vi. It is also a term of the assignment that the cost of the design shall be within the estimated project cost.

b. Master Plan

- i. Prepare requirements for Master Plan in consultation with stakeholders and analysis of site, topographic features, climatic conditions, geographical location and other relevant context.
- ii. Conduct volumetric study and make urban form recommendations.
- iii. Prepare Master plan with guidelines for volumetric and façade controls.
- iv. Submit final Master Plan based on the inputs from development of conceptual architectural design studies and the stakeholders and finalize controls, circulation, guidelines and other aspects of Master Plan.
- v. Obtain approval of Master Plan from Government of Kerala & obtain environment clearance or any other clearance that may be required to be obtained before proceeding further.

c. Conceptual Architectural Design

- i. Review detailed requirements for various physical facilities and requirements.
- ii. Prepare the Design Brief.
- iii. Prepare and submit conceptual architecture design of all buildings for approval of Government of Kerala, conforming to the detailed requirements.

iv. Present the Conceptual Design with IT enabled 3 D models.

d. Preliminary Engineering Services Design (including MEP, Life and Fire Safety and other Services)

- i. Determine the utility /load requirements and prepare & submit Design Basis Report for all the required services.
- ii. Prepare the concept design for the utilities.
- iii. Suggest the technologies which can be used for effective functioning of all services.

e. Preliminary Cost Estimate

- i. Prepare and submit preliminary cost estimates based on standard norms taking into consideration the proposed specifications, areas and construction techniques which are recommended to be used.

2 Detailed Design and Drawing

a. General

- i. Prepare final Master Plan including the site use plans for the approval of Government of Kerala (including preparation of concept plan, individual floor plans for all blocks their elevation, sections **for approval along with Master plan**).
- ii. Modify the conceptual designs and cost estimates after incorporating any changes, as may be suggested by Government of Kerala.
- iii. Preparation of detailed architectural designs of all buildings and related infrastructure, design of public health, electrical & mechanical services, landscaping design, graphic design and signage.
- iv. Submission of a Detailed Project Report including, phasing etc.

b. Architectural Design

- i. Modify the conceptual designs incorporating required changes and prepare the preliminary architectural drawings, sketches, study model, walkthrough, BIM models etc.
- ii. Interior Design of all spaces is an integral part of the service to be rendered. Design Consultant shall prepare interior design layouts /

- details, including furniture layouts detailed working drawings, specifications, make, materials, etc.
- iii. Prepare a detailed scheme for lighting design, including daylight utilization, outdoor lighting and façade lighting, security lighting conforming to best practices.
 - iv. Preparation of architectural and construction details such as fixing details, installation details, joinery, inserts, cut-outs, standard details and other construction details as required for successful completion of the project.
 - v. Based on the decision of the authority, ensure GRIHA 5-Star (version 3) Rating. A detailed report concerning the project data sheet.

c. Sustainable Analysis and Design

- i. Architecture design shall be analyzed for various sustainable considerations, including, day-light utilization and solar heat-gain reduction using appropriate IT tools to demonstrate the level of compliance. It shall refer to “NBC-2015: Approach to Sustainability” for specific guidance. It shall meet the requirements of GRIHA 5-Star (version 3) and ECBC norms.
- ii. Entire campus and the buildings shall comply with the requirements for “Barrier Free”, preferably, meeting the objectives of “Universal Design” best practices.
- iii. Statutory and regulatory approvals shall remain the responsibility of the consultant.

d. Structural Design

- i. A report of structure system and construction technology to be adopted shall be submitted to validate the proposal.
- ii. Preparation of detailed structural analysis & structural design (including seismic design as may be applicable) based on design output.
- iii. Structural design shall be got vetted from an institution like IIT etc. to ensure design & detailing adequacy and design efficiency.

iv. A Structural Stability Certificate shall be given by the Design Consultant

e. Engineering Services Design (including MEP, Life and Fire Safety and other Services)

i. Revise design report with load calculation, recommendation on proposed equipment sizing/ selection and budgetary cost estimate.

ii. Prepare single line services routes and ducts etc. with equipment space marking in plans with further detailing on areas/ plans.

iii. Detailed Design

(a) Preparation of high side MEP Plant Room Space & Shaft Planning based on approved architectural drawings, structural drawings, interior- related areas, lighting, kitchen & laundry, landscape layouts.

(b) **HVAC:** Schematic layouts of HVAC system based on computation of heat load calculation based upon the approved architectural plans and propose/ recommend provision of water cooled Chillers, chilled water distribution, AHU rooms and air distribution system, layout of plant room etc.

(c) **Electrical:** Substation layout, HT & LT single line diagram, panel room layout, electrical distribution system comprising of panels, distribution boards, bus bars, cables routes and layout, power distribution planning based on facility planning/ DG room layout along with panel details, earthing & lightning protection system.

(d) **Fire Safety:** Layout & schematics for Fire Detection and Security system including Voice/Data /MATV systems.

(e) **Plumbing:** Schematic layouts of plumbing (water supply & drainage): water tanks & pump room layout, water treatment system, hot/cold water distribution, sewage & storm water disposal piping shafts, waste water disposal, sewage / effluent treatment system, boiler and hot water generator system with steam and condensate piping etc.

(f) **IT System:** Schemes for electronic surveillance system, automation system etc to be submitted.

(g) **Furniture:** List of reputed makes/brands (minimum three of equivalent nature in each case) of various materials and fittings, and comparative pricing shall be made available.

f. Detailed Cost Estimating

- i. Schedule of quantities, analysis of rates, and preparation of detailed estimates (BoQs) in respect of all disciplines.

g. Drawings and Documentation for Statutory Approvals

- i. Prepare drawings necessary for statutory approvals and ensure compliance with codes, standards and legislation, as applicable and obtain statutory approvals thereof, if required, including making changes and providing all details as required by the statutory bodies.
- ii. Preparation of Environment Impact Assessment Submission and Fire Submission Drawings and documents as required meeting the requirements of the concerned Authorities.
- iii. Attend coordination meetings with the authorities as required.
- iv. Making changes to meet the authorities' requirements.

3 Tender Documents, Working & GFC Drawings

- i. Modification to the Architectural Design and Services Design incorporating required changes and prepare final working drawings and service plans for the approval of Government of Kerala.
- ii. Submission of detailed estimates/detailed Bill of Quantities for all items –civil works, interiors, MEP services, external development etc. in standard formats using standard description of the items for those as may be available in DSR published by the Central Public Works Department of the Government of India and standard engineering terminology for items that may not be available in the schedule.
- iii. Take-off-sheets, detailed specifications of the material/fittings to be used in the project shall also be made available.
- iv. Detailed BOQ for inviting tenders.
- v. Tender drawings and working drawings shall be prepared in respect of all disciplines, including, Architecture design, MEP, Structure, Fire and Life Safety.
- vi. Prepare tender drawings, items of work, specifications (indicating applicable codes and standards, Quality Assurance and Quality

Control procedures related to materials and processes, execution processes, acceptance standards, tolerances, modes of measurement and other documentation necessary for tendering process.

- vii. Draw up a master list of working drawings (notwithstanding non-inclusion any drawing, the same to be included subsequently), prepare working drawings, coordinated across various disciplines, incorporating reference to specifications as per contract documentation.
- viii. Prepare and submit Good For Construction (GFC) Drawings duly vetted by IIT/NIT.

4 Appointment of Contractors

- i. Assist in analyzing tenders by preparing the justification rates after collection of the same from the respective locations

5 Construction

- i. Topographical surveys and soil investigation reports of the site are available. Study and interpret soil investigation report and finalize input data for structural and foundation design for building(s), types of structures that will be most suitable, existing drainage systems & water flows which can be used to advantage of project to save cost or which need to be accounted for to prevent disruption during execution and in working after project has been made functional.
- ii. During execution, participate in conferences and meetings with various stakeholders, as desired by the executing agency and rendering advise to the executing agency.
- iii. Coordinate and support all activities during construction related to design and architecture.
- iv. Preparation of good for construction drawings & submission of 6 sets of drawings along with the soft copy sufficient to facilitate execution of work on site.
- v. Approve samples of various elements and components and assist Government of Kerala in making appropriate choices.
- vi. Approve mock-ups, samples and shop drawings as necessary.

- vii. Check and approve shop drawings submitted by the contractor/vendors, as required by the executing agency.
- viii. Architect & his specialist consultants/engineers shall visit the site of work, at intervals mutually agreed upon, clarify any decision, after interpretation of the drawings/specifications
- ix. All the detailed architectural and working drawings, where required, should be supported with 3D Views, blow-ups of typical & critical areas and walk through to facilitate understanding of designs by site engineers & compliance to designs. Preparation and submission of three-dimensional form, model showing the complete proposal. The size and scale of all the deliverables, drawings, models, models to be prepared will be as per the requirement of that particular item, best industry norm and as decided by the authority. All building-wise floor plans for all blocks, elevations, sections, furniture layout, equipment layout and finishing schedule should be prepared.
- x. In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls, the day-to-day supervision will be carried out by a Construction Manager and his sub key personnel's (as appointed by Government of Kerala), who shall work under the guidance and direction of Government of Kerala and shall report to him. Architectural firm shall render complete support to the Construction Manager and facilitate the execution of works. In case any difficulty is envisaged in execution at site then, if need be, the designs/drawings shall be amended by the architect to remove bottle-neck.

6 Completion

- i. Prepare and submit completion reports and drawings for the project as required and obtain "Completion/ Occupancy Certificate" from statutory authorities and any other permissions/approvals as may be required for making the building operational.
- ii. Submit 4 sets of the 'as built' drawings, along with a soft copy, after completion of works.
- iii. Get the building certified as a "Green Building" from the GRIHA as envisaged.

VI Pre-qualification criteria

- i. The architectural firm should have minimum average turnover of Rs 20 crore in each of the last three Financial Year.
- ii. The architectural firm should be in the integrated practice with disciplines of architecture, interior design, landscape design, structural consistency etc.
- iii. The firm should have ongoing/completed projects in Kerala and National Capital Region (NCR) with a minimum 10 Lakhs sq.ft projects in Kerala and NCR.
- iv. The firm should have Directors/Senior Professionals in the roles with Post Graduates in relevant disciplines and at least two of them should be Masters in Architecture.
- v. The firm should have at least four completed/ongoing projects of value not less than Rs 100 crore of each project and at least three completed/ongoing projects not less than 250 crore.

VII Selection criteria

Quality and Cost Based Selection (QCBS) system with 70:30 weightage to quality and cost respectively (for technical & financial bids) will be the determining selection criteria. The Government of Kerala will decide benchmarking minimum technical score for as eligibility for qualifying for participation in the final rounds of bidding i.e., opening of financial bid cover.

VIII The distribution of technical scores has been decided in the following manner:

- | | | |
|--|---|----------|
| a) Urban design / Master Plan scheme | - | 15 marks |
| b) Environment & energy strategy | - | 15 marks |
| c) Architectural design | | |
| i) Functional efficiency | - | 15 marks |
| ii) Aesthetic appeal & experimental quality | - | 10 marks |
| iii) Building experience & innovative technology | - | 10 marks |
| iv) Response to the requirement of space | - | 20 marks |

IX Proposed Time Frame for Implementation of the Project

	Stage	Details	Date	Remarks
1.	Invitation of Request for Proposal (RFP)	1. Selection Criteria 2. Site Plan 3. RFP	Notification 17.03.2018	Uploaded in Kerala Government website https://kerala.gov.in/
2.	Pre Bid Meeting	1. Design Brief 2. Details of Statutory permissions required etc. will be issued	28.03.2018	To be held at South Conference Hall, Govt. Secretariat, Thiruvananthapuram
3.	Last date for submission of Technical Bids and Financial Bids	Bids should reach: Shri Rajeev P. S., Chief Architect, Public Works, Department, Public Office, Museum PO, Thiruvananthapuram, Kerala – 695033	20.04.2018	Before 03.00 pm
4.	Opening of Technical Bids		20.04.2018	At 03.00 pm
5.	Presentation of concept design and technical details before the Committee	The concept design to be presented 20 minutes each for the presentation	27 th & 28 th April 2018	To be held at South Conference Hall, Govt. Secretariat, Thiruvananthapuram
6.	Opening Financial Bid		28.04.2018	After all the presentations are over
7.	Award of work		31.05.2018	
8.	Commencement of Work			On Kerala Piravi day 01.11.2018