

# **Expression of Interest (EOI) for Enlistment of Architects for for Infrastructure Projects**

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## 1.0 Introduction

Engineers India Limited (EIL), a Government of India undertaking Navratna company, established in 1965, is one of South Asia's leading Consultancy and EPC Company. EIL is a 'Total Solutions' Engineering Consultancy Company providing design, engineering, procurement, construction and integrated project management services from 'Concept to Commissioning' with highest quality and safety standards.

EIL is executing various Infrastructure projects such as Residential, Educational campuses, Institutional buildings, Data Centres, Office/ Commercial Complexes, and Terminal Buildings etc. for which there is a requirement of Enlistment of Architects for undertaking comprehensive Architectural services.

Accordingly, EIL is carrying out the process of Enlistment of Architects for providing the aforesaid services to EIL. Interested agencies to visit EIL Contractor Enlistment Portal <https://www6.eil.co.in/ces> to apply for the said enlistment. The Terms and Conditions for those applicable for contractors seeking enlistment with EIL shall also be applicable to Architects seeking enlistment with EIL.

Any query/clarification to this document can be routed to,

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## 2.0 Brief Scope of Work

Based on the credentials furnished by agencies such information against this EOI and subsequent evaluation, EIL will assess the capabilities of the agencies and enlist the qualified vendors in their Master Contractor List (MCL).

Subsequently, as and when project specific requirements arise, the enlisted Architects will be issued Bidding Document/ RFQ (specific to the Project) as decided by EIL. The specific Bidding Document/ RFQ will mention the exact "Scope of Work" that will be required to be undertaken by the Architects.

However, the broad scope of work may include but not limited to the following activities;

- Master Planning
- Conceptual design/ drawings including perspective views, walkthrough, physical 3-D model etc.
- Project Cost estimation
- Preparation of Tender inputs
- Detailed design & engineering including GFC drawings
- Attending review meetings, periodic site visits
- Application, Liaisoning and obtaining Statutory/ Regulatory approvals including Green building or any other applicable certification

## 3.0 Categories for Enlistment

3.1 The enlistment is proposed to be done under following categories;

Trade category Description	Code
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (RESIDENTIAL)	Z01
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (EDUCATIONAL)	Z02
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (INSTITUTIONAL)	Z03
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (ASSEMBLY)	Z04
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (BUSINESS)	Z05
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (MERCANTILE)	Z06
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (STORAGE)	Z07
ARCHITECTS FOR INFRASTRUCTURE PROJECTS (DATA CENTER)	Z08

3.2 Agencies can get enlisted in one or more categories out of above listed Categories as per their qualification.

#### 4.0 Experience/ Qualification Criteria

Experience criteria in order to qualify for this enlistment process shall be as under:

The Bidder should have completed “Similar Works” as mentioned below during the preceding 07 (Seven) years, to be reckoned from last day of the month previous to the month in which the Eoi was issued:

**One contract having Project cost not less than INR 50.0 Crore (Rupees Fifty Crore only).**

“Similar work(s)” mentioned hereinabove shall mean Architectural services for respective category. Classification of Category shall be as per National Building Code (NBC) as applicable.

#### 5.0 Documentation Required with Enlistment Application

5.1 The bidder shall submit proof of their valid registration with Council of Architecture.

5.2 The bidder shall, in his own interest, furnish complete documentary evidence to establish that the bidder meets the Experience/ Qualification criteria as given above.

5.3 Bidder shall submit the Experience Record Performa (ERP) along with supporting documents to establish that the bidder meets the Qualification Criteria. Projects/ works filled in ERP Performa shall only be evaluated. Documents etc. of other projects/ jobs mentioned elsewhere other than this ‘Experience Record Performa’ shall not be considered and evaluated.

5.4 In support of meeting the requirements of above-mentioned clauses, Bidder shall furnish following:

5.4.1 Copy of work order or purchase order or letter of intent or contract agreement issued by Owner/PMC to the Bidder indicating Owner/PMC, Job or project name, date of

award, and scope of work.

- 5.4.2 Copy of completion certificate issued by Owner/PMC to the Bidder indicating completion of work, completion date, actual executed value.
- 5.5 A job completed by a Bidder as Sub-Consultant shall be considered for the purpose of meeting the experience criteria, provided the appointment of Sub Consultant was authorized and subject to submission of following documents:
- Documentary evidence/ Certificate by End-user/Owner/PMC, with regards to approval of bidder/ engaging Bidder/ execution by the Bidder as a Sub Consultant to the Main Consultant.
  - Work order and Completion Certificates indicating the value of works and the date of completion issued by Main Consultant (including drawings etc., wherever required for establishing scope of work)
- 5.6 Experience of only the Bidding entity shall be considered. A job executed by a Bidder for its own plant/projects shall not be considered as experience for the purpose of meeting the Qualification Criteria.
- 5.7 The bidder shall also submit their organization structure (including lead personnel details) along with discipline wise Staff strength.
- 5.8 **General Documents** : Details of General Documents those required to get enlisted with EIL can be found by visiting website [https://www6.eil.co.in/ces/Regd\\_Docs](https://www6.eil.co.in/ces/Regd_Docs) and then selecting "Enlistment/ Enhancement/Revalidation" as Request Type, Indian/ Foreign as Contractor Type and then General Documents as Trade Category.
- 5.9 **Trade category specific Documents**: Please visit <https://www6.eil.co.in/ces>. Basic Technical Requirements listed therein are indicative only, application shall be reviewed / scrutinized based upon Engineering requirement pertaining to respective trade category as the case may be.
- 5.10 **MSME Specific Documents**: Udyam Registration Certificate. This clause is not applicable to foreign Contractors / non-MSME Indian Contractors.
- 5.11 **SC/ST led organisation**: SC/ST social category certificate issued by the statutory body. This clause is not applicable to foreign Contractors.
- 5.12 **Women led organisation**: Documentary evidence to establish that organization is led by women. This clause is not applicable to foreign Contractors.
- 5.13 **HSE Policy of the organisation**: Architect seeking enlistment with EIL shall furnish HSE policy of their organisation.

5.14 **Documents authentication requirement:**

S. No.	Type of Contract or	Type of company	Authentication requirement
a.	Indian / Foreign	Proprietorship / Partnership firms / Limited Liability Partnership / Limited Liability Company / Others	Contractor shall submit a certificate as per format <b>PDD-A-01</b> (Refer page 13 of this document), duly signed by Proprietor / Partner.  <b>It may be noted that PDD-A-01 shall be notarized / apostille in country of origin.</b>
b.	Indian / Foreign	Private Ltd/ Public Ltd/ Central Govt or State Govt Undertaking	Contractor shall submit a certificate as per format <b>PDD-A-01</b> (Refer page 13 of this document), duly signed by CEO/ CFO / Company Secretary or any member of the Board of Directors / Company official with Power of Attorney (PoA).

6.0 **MANDATORY INSTRUCTIONS:**

- 6.1 Applications shall be accepted online for processing only for the trade category existing within the list of trade categories for enlistment.
- 6.2 The Architectural firm must furnish all necessary documents such as copies of work order/purchase order/contract agreement clearly indicating scope of work and value of the contract, completion certificates of similar works executed as meeting the qualification criteria, Annual Report including audited Balance Sheets or Audited Financial Statements, Audited Profit & Loss Account etc. along with the application.
- 6.3 Submission of authenticated documents is the prime responsibility of the contractor. Whenever EIL is concerned/ apprehensive regarding authenticity/correctness of any documents, EIL reserves the right to get the documents cross-verified from the document issuing authority and it shall be duty of the contractor to provide best possible assistance to EIL for such verification.
- 6.4 Replies to queries must be specific and not vague. Documents as asked as per questionnaire must be uploaded in single reply. Documents uploaded in parts shall not be accepted.
- 6.5 Indian contractors seeking enlistment under MSME category (Micro, Small, Medium), must submit a UDYAM Registration certificate clearly indicating type of MSME.
- 6.6 Contractor applying for Enlistment/ Enhancement/ Revalidation are required to upload Solvency certificate (of any amount) issued by a scheduled bank.
- 6.7 Contractors having negative net worth as per the latest financial year, shall neither be enlisted nor revalidated. Audited Annual Report shall be submitted as soon as published. Contractors already enlisted but having negative net worth in latest financial report will be put on Banning list, however, CPSEs are exempt from requirement of positive net-worth.
- 6.8 Performance of Contractors shall be continuously monitored during order execution. To remain in list of enlisted contractors, performance is required to be satisfactory at all the times.
- 6.9 Enlistment shall be accorded for a period of 3 years. There will be no change in validity in case of enhancement in experience or addition of new category during the validity period. Enlistment shall have to be regularly "revalidated" every 3 years, prior to the expiry of validity period, as per details available on EIL website <https://www6.eil.co.in/CES>. Revalidation procedure can be initiated before six months of validity date.

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- 6.10 Information w.r.t. change in office location, change in management shall be furnished to EIL for updating the Data Bank.
  - 6.11 Enlistment shall be for the purpose of inclusion of contractor's name in EIL "Master Contractors List" and shall in no way guarantee regular issue of tenders.
  - 6.12 EIL has adopted Government e-Marketplace in totality and identified services available on GeM. Such products & services shall be procured through GeM. Therefore, contractors of such services are advised to enlist themselves with GeM also, otherwise they may not be able to quote against enquiries.
  - 6.13 Decision of competent authority of EIL shall be final & binding on the contractor.
  - 6.14 Terms and conditions are subject to change at the sole discretion of EIL.
  - 6.15 In case of any dispute, the Courts of Delhi shall have exclusive jurisdiction.
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**ANNEXURE-1**

**EXPERIENCE RECORD PROFORMA**

**Category - .....** (as per Clause 3.0)

Name of the Agency: .....								
Sl. No.	Name of work (Exactly as mentioned in work order)	Work Order/PO/LOA No. with Date	Completion Certificate No. with date	Actual completion Date (as mentioned in completion certificate)	Classification of building (As per NBC 2016)	Scope of work	Project Cost (as mentioned in completion certificate)	Total Built up area (Total cumulative built up/ constructed/ covered area of all buildings in the complex)
1.								
2.								
3.								

**NOTES:**

1. Since the information requested in this proforma shall be utilized to assess the vendor's capability, it is in the interest of the vendor to mention those jobs only which are most closely matching with the qualification requirement.
2. The vendor shall ensure that all information furnished in ERP is correct and complete in all respects. Any mis-representation of the facts & figures shall lead to disqualification.
3. For the referred experience in ERP, EIL may contact the client/owner for verification & feedbacks, if necessary.