

ALL INDIA FOOTBALL FEDERATION

REQUEST FOR PROPOSAL (RFP) – DESIGN & ENGINEERING CONSULTANCY FOR CONSTRUCTION OF NATIONAL CENTRE OF EXCELLENCE

The RFP document has been made available for download by prospective Bidders at the www.the-aiff.com

Last deadline for submission: 28 June 2018

Your proposal with financial expectation should be sent via electronic mail to the following email id: specialprojects@the-aiff.com

DISCLAIMER

1. This Request for Proposals document (“**RFP**”) is being published to enable interested applicants (“**Bidders**”) to participate in the Selection Process (as defined later in this document) of consultants who are competent and eligible for the consultancy for the construction of the National Center of Excellence for All India Football Federation (AIFF).
2. The information contained in this RFP or subsequently provided to Bidders, whether verbally or in documentary or any other form by or on behalf of the All India Football Federation (AIFF) (“**Authority**”) or any of its employees, consultants or advisers, is provided to Bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is or may be provided.
3. This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Bid pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Services. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or consultants or advisers to consider the objectives, expertise and

particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

4. Information provided in this RFP to the Bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
5. The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
6. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Bidder upon the statements contained in this RFP.
7. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

8. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the selected Bidder for the Services and the Authority reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.
9. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Selection Process.
10. It shall not be assumed by any prospective Bidders that there shall be no deviation or change in any of the information mentioned herein pertaining to requirements or terms of reference or scope of work. While this document has been prepared in good faith, neither AIFF nor any of their employees, consultants or officers make any representation or warranty or shall have any responsibility or liability whatsoever in respect of any statements or omissions here from. Any liability is accordingly and expressly disclaimed by AIFF and any of their employees, consultants or officers even if any loss or damage is caused by any act or omission on the part of AIFF any of their employees, consultants or officers, whether negligent or otherwise.
11. By acceptance of this document, the recipient agrees that any information herewith will be superseded by any subsequent written information on the same subject made available to the recipient by or on behalf of AIFF. Further, AIFF and any of their respective officers undertake no obligation, among others, to provide the recipient with access to any additional information or to update this document or to correct any inaccuracies therein which may become apparent, and they reserve the right, at any time and without advance notice, to change the procedure for the selection of or any part of the interest or terminate negotiations or the due diligence process prior to the signing of any binding agreement.

12. Accordingly, interested applicants should carry out an independent assessment and analysis of the requirements of the information, facts and observations contained herein.

GENERAL OUTLINE.

As part of the legacy of the FIFA U-17 World Cup 2017, the Government of West Bengal awarded 15-acres of land to All India Football Federation (AIFF). The land would be used to develop a facility and set up a home base for Indian Football and its National teams. This one solution facility catering to all target audiences within the Indian Football ecosystem is described as “National Centre of Excellence” (NCE). The centre shall provide state of the art facilities to not only the Indian teams but set a new benchmark in the region and provide an alternative for various programs and initiatives for internal stakeholders to grow the game of football in the region.

1.1.- General Aspect

All India Football Federation is looking to create a state of the art facility in the form of the National Centre of Excellence to develop the football eco system in India with the cooperation of its key stakeholders ie. AFC and FIFA. This will be in line with the continuation plans for the overall development and growth of football in India.

The Centre shall be used to run several elite programs in a controlled environment including but not limited to training camps for national teams, advanced courses in coach education, referee education, sports injuries and rehabilitation etc.

The Centre will have a mini stadium that shall host youth competitions and practice matches for the national teams. The stadium will be an all seater facility. The centre will also have pitches (natural and hybrid) which will primarily be used for training purpose. The other facilities available at the centre would include but not be limited to accommodation, medical centre, teaching institution, dressing rooms, auditorium, futsal pitch, office space, dining area etc.

1.2.- Scope of Work

The Scope of Works for the Comprehensive Architectural and Structural Design, Sports consultancy Services shall include, but not limited to, the following key items, inter alia:

A. UNDERSTANDING THE PROJECT BRIEF AND DESIGN

- i. To understand the project brief and all the program requirements.
- ii. To comprehend the process of the final design of the building that has been developed and work on the detailed drawings in alignment with the same.

B. UNDERSTANDING THE SITE CONDITIONS

- i. To take in to cognizance the Site conditions viz. the soil conditions, contours, vegetation, etc which would affect the project execution.
- ii. To ascertain the access, and approach to the project by interfacing with the neighboring establishments and public facilities viz. roads, drains etc.
- iii. To take in to consideration of the environmental parameters viz. Rain, wind and sunlight whilst building the facilities.
- iv. To take in to consideration of the Geological conditions viz, earthquake, ground water, surface runoff etc.
- v. Architectural character, social issues and heritage.
- vi. All other site conditions / constraints which would influence the suitability and utilization of the facilities.

C. COMPREHENSIVE ARCHITECTURE DRAWINGS

- i. ARCHITECTURAL WORKING DRAWINGS - Preparation of detailed Architectural drawings with plans, elevations, sections, birds eye view of each site and perspective of all buildings, doors & windows, standard amenities, staircases, railing and all the relevant details necessary for execution of work.
- ii. ELECTRICAL LAYOUTS - Preparation of Electrical layouts showing the entire distribution system including internal and external electrification details, design of substation and generators, etc.

- iii. SANITARY & WATER SUPPLY LAYOUTS - preparation of layouts as well as detailed drawings for execution of External water supply and drainage arrangements, design of external water supply, drainage and sewage disposal systems.
- iv. MECHANICAL SERVICES - Preparation of schematic drawings for lifts, air conditioning, inter connected communication network, etc.
- v. Preparation of schematic proposals and detailed drawings showing provisions to meet requirements of Fire Fighting regulations.
- vi. LANDSCAPING DRAWINGS - Drawings showing areas to be landscaped, water bodies, details of soft and hard landscaping, etc.
- vii. INTERIORS - Preparation of detailed drawings showing internal arrangement of partitions, cubicles, ceilings, wall paneling and acoustic treatment, etc.
- viii. FLOWS - Preparation of schematic drawings showing flows for all operations, services, spectator movement, day to day activities for the medical centre and academy
- ix. Any modifications required in the drawings submitted to the client shall be carried out by the Consultants
- x. Design of Sports facilities in compliance with the Sports Federation guidelines, evaluation of various options, sourcing, evaluation, short-listing and recommendation of the suitable design, material, make etc covering (but not limited to) - Players area, VIP stands, corporate boxes, media, broadcasting, clinics, labs, stands for scoreboards and sight screens, Indoor sports play arena design

D. COMPREHENSIVE STRUCTURE DRAWINGS

- i. Preparation and submission of structural analysis, designs and drawings with supporting calculations, and detailed working drawings for all components of the buildings and services and detailed working drawings for landscaping sufficient to commence and complete the work at site and for proper guidance during construction.
- ii. The consultants shall arrange proof checking of designs at their cost by any IIT or

govt. body or an agency approved by the client and shall furnish a report/certificate of proof checking from them.

E. DETAILED ESTIMATES

Prepare detailed estimates and specifications for all buildings including interiors, all internal and external services such as water supply, sanitary, drainage, sewerage, electrical arrangements, lifts, air conditioning, fire-fighting, acoustic treatment and landscaping etc.

F. STATUTORY APPROVALS & BID DOCUMENT STAGE

- i. Preparation of drawings necessary for submission to statutory bodies for sanction, giving floor wise plans, elevations, sections, services plans, designs, etc., for the buildings along with the layout plan. Provide drawings on cloth tracing along with required number of blue prints for submission to statutory bodies and obtaining the approvals from statutory bodies. All the necessary modifications in the drawings / designs suggested by the certifying authority shall be carried out by the consultant.
- ii. Providing Technical guidance & details to the Client for obtaining all the necessary Statutory and Project related approvals during all stages of the Project in a timely manner as per the schedule. All the necessary modifications in the drawings / designs suggested by the certifying authority shall be carried out by the consultant.
- iii. The Consultant shall organize to get the necessary application filled in by Authority for building approval, arrange for its submission, coordinate with the appropriate statutory body and obtain building approval and occupancy certificate.
- iv. The Consultant shall provide all the services for obtaining NOC from Fire department.
- v. Preparation of bid documents after obtaining standard form of bid documents from Authority.
- vi. Any modifications suggested by Authority shall be carried out by the Consultant.

G. CONSTRUCTION STAGE

- i. The Consultants should visit the site of work and provide periodic supervision at different stages of construction and at least TWICE in a month for entire duration of construction and also as and when required by Authority to clarify any decision or interpretation of any drawing or specification that may be necessary and attend meetings as and when required and to ensure that the project proceeds generally in accordance with the conditions of works contract. However the day to day supervision, quality maintenance, bill checking are the responsibility of Authority with support from the Consultant
- ii. The additional or revised working drawings that may be required during construction stage shall be furnished by the Consultants.
- iii. The Consultant shall advise Authority regarding the work under execution during visits to the site and submit reports on their observations.
- iv. Any deviation from the approved drawings or specifications that may be observed by the Consultants shall be given in writing by them to Authority who shall issue, necessary instructions to the executing agencies.

H. COMPLETION STAGE

- i. On completion of the project the consultant will prepare and submit two sets of all as built drawings along with one set of reproduction prints and a soft copy of the building and services.
- ii. The Consultants should prepare and provide maintenance manuals for the buildings and all services in consultation with stakeholders as per standard practice.

1.3.- Design Principles and Standards

- i. The facility should have innovative design, process and operational aspects for energy efficiency and cost effectiveness.

- ii. The applicable design principles and standards are listed below:
 - a. Functional and spatial legibility, usability, efficiency and aesthetics of various components of the design.
 - b. Adherence to National Building, Code, relevant IS codes, Local building bye laws and development regulations of FSI, ground coverage, with all necessary measures of disaster management and any other controls as applicable.
 - c. Response to local climatic conditions in building and site planning ensuring, maximum natural lighting and ventilation; solar passive design; minimization of energy requirements for air-conditioning, heating, lighting services, ventilation; using fittings and materials to save energy; and maximum generation (and use) of solar energy as part of the essential services in the structures.
 - d. Ensuring minimum land disturbance within the site and its surrounding (including during construction), efficient storm water drainage, adequate segregation of pedestrian and vehicular traffic.
 - e. Protection and creative use of all existing vegetation to the fullest.
 - f. Incorporation of all applicable national operation safety norms and standards including full compliance to the occupational safety requirements of public parks of similar nature.
 - g. Incorporates the principles of universal design to maximize accessibility for all people.
 - h. Healthy indoor environmental quality, wherever applicable, that provides a comfortable indoor environment (light/temperature/ventilation) that supports the productivity and well-being of the occupants
 - i. High water efficiency of the site and the services including economy of distribution, usage and discharge of water; maximum conservation and reuse of water; incorporation of waste water treatment techniques, rain water harvesting, water efficient landscaping.

- j. Efficient and proper disposal of waste (including solid, liquid wastes), preventing contamination of soil, water and air of the site and its surroundings.
- k.
- l. Efficient use of materials and appropriate technologies to satisfy the aims of high levels of energy efficiency, use of durable and renewable materials to reduce life-cycle costs. Limiting direct and indirect environmental impacts, use of building materials and products that are extracted and manufactured locally.

1.4.- Deliverables

S.no.	Description	Deliverables
1.	Cost Estimates etc.	1 hard copies and 1 soft copies
2.	3D Model as per master plan and significant structures, their architecture drawings etc	1 hard copies and 1 soft copies
3.	Tenders Documents	As required
4.	Working drawings + Construction detail drawings	As required
5.	As built drawings	As required

1.5.- Proposed Project Timelines:

Signing of Agreement	July 2018
Beginning of Phase 1 Construction	August 2018
Completion of Phase 1 Construction	September 2019
Beginning of Phase 2 Construction	June 2019
Completion of Phase 2 Construction	August 2020
Beginning of Phase 3 Construction	December 2019
Completion of Phase 3 Construction	June 2020

DPR	August 2020
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1.6.- Technical and Technical Evaluation

Only suppliers who fulfil all the below mentioned technical evaluation criteria will be considered eligible for carrying out the works.

Technical Evaluation Criteria:

For the purpose of this RFP the applicant/bidder shall be evaluated on the following.

- I. Firm should be registered in India as consultancy firm for more than 10 Yrs.
- II. Three Eligible consultancy assignments, completed for the project, with the project cost each not less than Rs. 75.00 crores each in the last 10 years

OR

Two Eligible consultancy assignments, completed for the project, with the project cost each not less than Rs. 100.00 crores each in the last 10 years

OR

One Eligible consultancy or execution assignment completed for the project, with the project cost not less than Rs. 150.00 crores in the last 10 years

And

- III. One Eligible consultancy assignment completed for the project, (either part of (i) or a separate one) with the project cost each not less than Rs 150.00 Crore with some Central Govt. Department / State Govt. Department / Central Autonomous Body / Public Sector undertaking.
- IV. Eligible Assignments For the purposes of determining of eligibility and for evaluating the proposals under this RFP, the eligible assignments (the “Eligible Assignments”) shall mean ‘Completion of Master-planning, Architectural Design / Preparation of Detailed

Project Report for Sports Infrastructure (Stadiums, Sports Complex, Indoor Arena) projects only.

The technical evaluation criteria for selection of consultant are given below:-

S.No	Evaluation Criteria	Points
A	FIRM PROFILE	40
	Years of Experience	
1	5 Points for meeting minimum eligibility and 1 point for each additional year to a maximum of 10 points	10
	Turnover	
2	7 Points for meeting minimum eligibility criteria and 1 point for each additional each additional Crore of Turnover	10
3	Key personals engaged in consulting	
a	Team Leader – Architect with 20 Years’ Experience and 3 Eligible Project Experience	10
b	Architect with 10 Years’ Experience and 2 Eligible Project Experience	5
c	Structural Engineer with 20 Years’ Experience	5
B	FIRM EXPERIENCE	60
	Eligible Assignment	
1	20 points for meeting minimum eligibility criteria for Eligible project and 5 points for each additional eligible project with Project value more than Rs. 100 Crores to a maximum of 30 points	30
2	Eligible Assignment 10 points for experience of Eligible Assignment with some Central Govt. Department / State Govt. Department / Central Autonomous Body / Central Public Sector undertaking with the project cost each not less than Rs 80 crores and 5 points for each additional eligible project with Project value more than Rs. 80	20

	Crores to a maximum of 15 points	
2	10 points for experience of having provided consultancy for Football related Stadium / Training Infrastructure	10

In addition to the above, the firm must have on their team:

- Team leader – Architect with 15 years’ Experience and 3 Eligible Project Experience
- Architect with 10 Years’ Experience and 2 Eligible Project Experience
- Structural Engineer with 15 Years’ Experience

Financial Evaluation Criteria:

The bidders should have average annual turnover not less than **Rs 400 lacs** during last three years, starting from April 2015. This evidence must be shown by the bidders in technical proposals supported with audited financial statements/balance sheet.

1.8. Evaluation of Technical and Financial Proposals:

1.8.1 Under Quality and Cost Based Selection (QCBS) method to allow comparison on a common basis, each Financial Proposal will be carefully scrutinised and an Estimated Total Price (ETP) will be determined. The Financial Proposal with the lowest ETP will receive the maximum score of 100 marks. The score for each other Financial Proposal will be inversely proportional to its ETP and will be computed as follows:

Sf = 100 x Fm / F where:

Sf is the financial score of the Financial Proposal being evaluated,

Fm is the ETP of the lowest priced Financial Proposal,

F is the ETP of the Financial Proposal under consideration.

1.8.2 Following completion of the evaluation of Technical and Financial Proposals, the final ranking of the Proposals will be determined. This will be done by applying a weight of 0.80 (80%) and 0.20 (20%) respectively to the technical and financial

score of each evaluated qualifying Technical and Financial Proposal and then computing the relevant combined total score for each Bidder.

- 1.8.3 The Bidders should make sure that the technical and financial bid is emailed as per the formats provided in Annexure A and B.
- 1.8.4 The highest ranked Bidder based on the cumulative technical and financial evaluation ranking shall be presented to the Purchase Committee appointed by AIFF.
- 1.8.5 The committee, during the time of evaluation, may seek clarification from the Bidder(s) on the amount quoted in the Bid.
- 1.8.6 The authority reserves the right negotiate with the lowest bidder in case the rates quoted by the lowest bidder are found unreasonable by the financial bid evaluation committee.
- 1.8.7 In case two Bidders have the same financial offer, preference will be given to the Bidder with higher turnover.

ANNEXURE A – TECHNICAL BID SUBMISSION

The Technical Proposal shall set out the approach and methodology proposed for the Project and shall comprise:

1. Approach and Methodology
2. Project Appreciation
3. Team deployment details for the project including details of team member and their expertise
4. Methodology of Project Management Consulting

Format-I - Project Experience

The information regarding the relevant experience of the firm should be provided in the format below

Project Name:	Location of Project:
Name of Client:	Address of Client:
Start date (month/year): Completion date (month/year):	Approximate value of services:
No. of staff provided: by your firm:	Number of staff months provided by your firm:
Name of Associate Firm:	No. of months of professional staff provided by Associate Firm:
Narrative description of Project Include the following information: <input type="checkbox"/> Project Brief <input type="checkbox"/> Project cost	
Description of actual services provided by your Staff:	
Name of Senior Staff of your firm involved and functions performed:	

- The Project Data Sheets should necessarily be accompanied with copies of work orders / advisory services agreements/service certificates from clients / as applicable, as proof of experience. Projects without proof of experience shall not be considered for evaluation.

Format II - Format Of Curriculum Vitae (CV) For Proposed Key Staff

General Information

Name of Staff	:	
Profession	:	
Years with Firm	:	
Nationality	:	
Area of Specialization	:	
Proposed Position on Team	:	

Key Qualifications

Project Details	Degree of responsibility/ Experience

Education

Degree	Name of Institute	Year

Experience

POSITION HELD	
Duration	
Location	
Types of activities performed	
Names of relevant projects handled	
Client References	

Certification

- I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Signature

Format-III: Annual financial turnover of professional consultancy fees of last three year of the firm/consultant

S.No	Year	Professional Consultancy Fee in Indian Rupees
1	2014-2015	
2	2015-2016	
3	2016-2017	
Average for Three Years		

- Note: Attested Copy of Audited Balance sheets and Income Tax Return (along with statement of income) for above mentioned years needs to be submitted along with this form.

Format-IV: Company/ Firm related information

Application are requested to complete the information in this form.

1. Name of the Firm:

2. Nationality:

3. Address :

Registered Office:

Head Office:

Mobile:

Landline:

E-Mail:

Website:

4. Year of Incorporation/Registration:

5. Constitution: Individual / Sole Proprietorship Concern / Partnership Firm / Public Ltd.
Co. / Private Ltd. Co. / NGO

6. If Partnership firm, names of the partners/If Company, name of the Director

7. Name of Authorized Signatory for the assignment and Nationality:

8. Place of Business:

9. Full time Technical Staff in Applicant's employment

Certificates

- I/we (including all partners) certify that I/we have read the terms of condition of Expression of Interest for selection of Consultants as amended up to date and shall abide by them.
- I/we certify that the information given above is true to the best of our knowledge.

- I/We also understand that if any of the information is found wrong I am / we are liable to debarred.

Name of Applicant

Signature of Applicant

ANNEXURE B – FINANCIAL BID SUBMISSION

(On the Letterhead of the Bidder)

Date:

Sub: Financial proposal for Proposal for Selection of Design & Engineering Consultant for National center of Excellence by AIFF

Dear Madam/Sir,

Having gone through this RFP document and having fully understood the scope of work for the Project as set out in this RFP, we are pleased to inform that we would charge Consultancy fee @.....% **(fees in words and up to 2 decimal only)** inclusive of all taxes and inclusive of all out of pocket expenses, site visits, expenses of travel, documentation, communication and local office expenses incurred by consultants for carrying out the Services excluding GST envisaged in this RFP document and General Conditions of contract based on the actual project cost.

We have reviewed all the terms and conditions of the RFP and undertake to abide by all the terms and conditions contained therein. We hereby declare that there are, and shall be no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of

.....

(Name of the Bidder)

(Signature of Authorized Signatory)

(Name and designation of the Authorised Person)