

ADVOCATE'S ACADEMY, KALAMASSERRY

EXPRESSION OF INTEREST
(EOI)

For

COMPREHENSIVE ARCHITECTURAL SERVICES & PROJECT MANAGEMENT FOR
ADVOCATE'S ACADEMY, KALAMASSERRY

DECEMBER 2021

INTRODUCTION

Bar Council of Kerala plans to build an Advocate's Academy. The Academy is aimed at continuing education of Advocates, quality improvement programs, seminars, etc. The site is located at KINFRA Park, HMT Colony PO, Kalamassery-683503. The total land area is 1acre. The council seeks architectural design proposals from Architects/firms having experience in similar projects.

BROAD SCOPE OF WORK

The scope of work for the Architect/Architectural Firm is to render comprehensive architectural services and project management services for the project. The selected Architect/Architectural firm will be responsible for the services outlined below and not limited to the below:

- Conducting site surveys, soil investigations etc. and develop comprehensive architectural concept, design and detailing requirements in construction.
- Develop buildings and other structures, Site development, boundary walls, roads, drains, landscaping, etc.
- Rain water harvesting & development of internal water sources.
- Water distribution system for entire campus.
- Preparation of Master plan.
- Social Infrastructure facilities like play courts, recreational facilities, etc. if desired by the Bar Council
- Detailed project report and design concepts for various services, including structural designs and vetting of the same through approved agencies.
- Preparation of estimates/BOQ in PRICE Format.
- Preparation of Bid documents.
- Site visits and guidance during construction.
- Project Management
- Any other infrastructure related work assigned from time to time.

PRE-QUALIFICATION CRITERIA

1. The Architect/Architectural firm should be a registered member of Council of Architecture, limited or partnership type and in the Architectural business in the present name and style for a period of minimum 5 years ending the last date of the month previous to the one which applications are invited.

2. The Architect/Architectural firm should have proven experience to provide comprehensive consultancy services, which includes Master planning, Architectural Concepts and designs, structural design and drawings, MEP design and drawings, BOQ, tender document preparation and site supervision.
3. The Architect/ Architectural firm should be a profit-making organisation for the last three financial years.
4. No joint application will be accepted.

Instructions & Guidelines for submission of application form for empanelment

1. Documents for the EOI may be downloaded from the Bar Council's website <http://www.barcouncilkerala.org>
2. Application form for EOI shall be submitted in sealed envelope super scribing **"EOI of Architects/Architectural Firms for the Advocate's Academy on or before 31.12.2021 4 PM** in the office of the Secretary, Bar Council of Kerala, Bar Council Bhavan, High Court , Kochi, Kerala 682031.
3. The application shall be signed by the authorised person (s) of the firm. All pages of the documents shall be signed and sealed.
4. Architect (s)/ firms having experience in designing green building as per LEED norms or equivalent recognised international norms should give details of such works designed /carried out by them in the last five years is desirable.
5. Applications received from applicants fulfilling minimum eligibility criteria shall only be processed for further evaluation.
6. The Bar Council of Kerala reserves the right to reject any or all the applications without assigning any reason.
7. Forged/ falsified documentary proof furnished by the applicant in support of the eligibility criteria shall make the applicant ineligible from participating in any work of organisation.
8. Evaluation of application will be done by an expert committee of the Bar Council of Kerala. The application that has been qualified as per the above evaluation would be informed on further proceedings.
9. The selected Architects/ Architectural firm may be invited for a presentation before an expert committee on the concept of the proposed Advocate's Academy.
10. Based on the presentation and concept design the expert committee will select one Architectural firm for the proposed project. The decision of the expert committee will be final and binding to all.

Conflict of Interest

1. The Bar Council requires that Architects/Architectural firm should provide professional, objective and impartial advice and at all times hold the clients' interest paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration of future of works. The Architect/Architectural firm and any of their affiliates shall be considered to have a conflict of interest and shall not be hired under any of the circumstances below:
 - a. Conflicting activities or assignment ie. Providing goods or works or assignment other than consulting assignment.
 - b. Conflicting relationship ie. business/relationship with member of client staffs involved in the job
 - c. The consultant shall be required to observe the highest standards of ethics during period of rendering of professional services and thereafter.

Date:

(Format of application forwarding letter)

To,
The Secretary
Bar Council of Kerala
Bar Council Bhavan
High Ct Rd, Kochi
Kerala-682031

Sub: Expression of Interest for Architectural Services and Project Management

Sir,

I/we have read and understood the instructions and the Terms & Conditions mentioned in the EOI document. I/ we do here by declare that the information furnished in the application and the supplementary sheets are correct to the best of my knowledge and belief.

Signature of applicant with seal

Name :

Designation :

Address :

Place :

Date :

EXPRESSION OF INTEREST (EOI)

INFORMATION TO BE FURNISHED BY THE APPLICANT

Sl. No.	Particulars	Details
1.	Name of Organisation	
2.	Address: Telephone No: Fax No: E-mail ID:	
3.	Organization Details	To be filled in Annexure-I
4.	Details of Directors/ partners/ proprietors	To be filled in Annexure-II
5.	List of Architectural Consultancy Assignments Completed in last 5 years.	To be filled in Annexure- III
6.	List of major Architectural consultancy assignments in progress.	To be filled in Annexure-IV
7.	Financial status	To be filled in Annexure-V

Signature of the Applicant

Name & Designation

Date:

Place

Annexure-I

ORGANISATION DETAILS

SI.No	Parameters	Details
1.	Organisational set-up: <ul style="list-style-type: none">• Year of establishment• Status of Firm (limited company, proprietorship/partnership/any other)• Name of Directors/ Partners/ Proprietors	To be filled in Annexure-II
2.	Staff Strength: <ul style="list-style-type: none">• Architects(nos.)• Structural Engineers(nos.)• Civil Engineers(nos.)• Quantity Surveyors (nos.)• Cad Professionals (nos.)• Others (mention the post with nos.)	

Place:

Date:

Signature of Applicant

Name & Designation

Annexure-II

DEATAILS OF
DIRECTORS/PARTNERS/PROPRIETORS

Sl.No	Name of Directors/ partners/ proprietors	Academic Qualification	Designation	Address/phone/fax/email

Place:

Date:

Signature of Applicant

Name & Designation

Annexure-III

LIST OF ARCHITECTURAL CONSULTANCY ASSIGNMENTS COMPLETED IN LAST 5 YEARS

Sl.No	Name of work/project with address	Short description of Architectural/consultancy assignment	Name and address of owner/client	Value of work/project	Date of start of work/project	Date of completion of work/project	Bonus/liquidated damages if any imposed on consultant	Any other relevant information

Note: The list of works/projects mentioned may be substantiated with documentary evidence such as work orders and completion certificate as required by the Bar Council.

Place:

Date:

Signature of Applicant

Name & Designation

LIST OF MAJOR ARCHITECTURAL CONSULTANCY ASSIGNMENTS IN PROGRESS

Sl. No	Name of work/ projects in progress with address	Short description of Architectural consultancy	Name and address of owner	Value of work/ project executed	Date of start of work/ project	Stipulated time of completion	Status of work	Expected date of completion	Any other relevant information

Place:

Date:

Signature of Applicant

Name & Designation

FINANCIAL STATUS

Sl.No	Financial Year	Turnover (in Rs. Lakhs)	Profit/Loss
1.	2017-2018		
2.	2018-2019		
3.	2019-2020		

Note:

Certified copies of audited balance sheet, P/L statement and Chartered Accountants Certificate to be enclosed.

Audited figures for last 3 years up to 2018-19 will be considered.

Place:

Date:

Signature of Applicant
Name & Designation