



Government of West Bengal
Information & Cultural Affairs Department
Nabanna (9th Floor), 325, Sarat Chatterjee Road, Shibpur, Howrah-711102

Memo. No:

Dated, 09.08.2019

**NOTICE FOR OPEN DESIGN COMPETITION FOR PREPARATION OF ARCHITECTURAL
CONCEPT PLAN TOWARDS FACE-LIFT OF RABINDRA SADAN – NANDAN COMPLEX**

Notice is hereby given on behalf of the Information & Cultural Affairs Department, Government of West Bengal for a Design Competition for preparation of an Architectural Concept Plan, strictly abiding by all existing rules of Kolkata Municipal Corporation Building Bye Laws and keeping in mind all mandatory firefighting norms and environmental considerations, from bona-fide and experienced Architects/ Architectural Firms, through open competition, for the following project:-

Subject of the Competition	Face-lift of Rabindra Sadan – Nandan complex through necessary beautification / modernization / renovation so as to transform it into an international standard cultural destination of West Bengal.
Objective of the competition	The sole objective of this competition is to get the best possible architectural lay out plan for face-lift of the entire Rabindra Sadan – Nandan Complex, keeping in mind the rich cultural heritage of West Bengal and cultural importance of the place, in such manner so that the thematic parity of the entire complex can be maintained. The plan and related estimates must be exhaustive, i.e. not sketchy.

PART – I: BRIEF DESCRIPTION OF THE SCOPE OF WORK:

The scope of work, within the purview of this competition will be as the following:-

Sl. No.	Scope of Work	Area
1	Construction of a two storied building with 4 th story foundation by demolishing existing Ticket Counter of Rabindra Sadan, Book Store (বই ঘর), where books of all Akademis are presently being kept and sold through counters and temporary store room of P.W.D., if required. The following facilities would be created in the proposed new building:	Existing area : 370 Sq. Mts. (Approx)
	Ground floor	Minimum proposed area
	a) One modern book library cum shop with reading facility, where books of all publications of I.&C.A. Department will be kept and sold.	210 Sq. Mts.
	b) Two Ticket Counters of Rabindra Sadan.	20 Sq. Mts. (10 Sq. Mt. each)
	c) One Information and Booking Kiosk of Tourism Department.	20 Sq. Mts.
	d) One Souvenir shop for displaying and selling of various articles prepared by artisans of West Bengal and various replica prepared by Archaeology wing of I. & C. A. Department.	40 Sq. Mts.
	e) One ATM Counter	10 Sq. Mts.

Sl. No.	Scope of Work	Area
1 (Contd.)	First floor	Minimum proposed area
	a) One modern Restaurant with provisions of open terrace	300 Sq. Mts.
Note : I	Foundation of the proposed building would be made suitable for construction of four-storey building having provisions of capsule lift. But, present construction of the proposed building would be up to two-storey.	
Note : II	The proposed area as given above is suggestive in nature. The competitors may feel free to allocate any area which seems suitable as per their respective concept plan. Proper justification for such allocation is mandatory.	

Sl. No.	Scope of Work	Minimum proposed area
2	One Sub-Station / Transformer Room (where all machineries, which are presently kept at the existing Sub-Station / Transformer Room located at the ground in front of 'Ektara Mancha', will be shifted. The existing Transformer room as stated will be demolished as it is causing obstruction for viewers in viewing programmes organized at 'Ektara Mancha') – The new Sub Station / Transformer room is to be built at the backside of the building proposed under point no. 1 above in such manner so that it will not be visible from the front side of the building. <u>Minimum height of the proposed room would be 4 Mts. Internal cable trench lay out from the proposed Sub-Station to Nandan, Rabindra Sadan, Sisir Mancha and Bangla Akademi must be submitted along with the plan.</u>	100 Sq. Mts.
3	One open space is to be kept reserved at the lay out plan behind the proposed building mentioned at point 1 above, where the existing generator of CESC, presently located behind 'Ektara Mancha', will be shifted for getting a clear view of the 'Ektara Mancha' from all corners of the adjacent ground. The space is to be selected in such manner so that it will not be visible from the front side of the building. <u>The issues of protection of the generator, its regular maintenance and operation along with mandatory norms of fire and pollution control should be the basis for selecting the location.</u>	70 Sq. Mts.
4	Construction of a well-designed modern Food Court with provisions for accommodating 5 (five) different food stalls and a common sitting place in front of them for maintaining thematic parity of the entire complex.	50 Sq. Mts.
	❖ Measurements of the existing food stalls are as follows:-	
	1 (one) large Food Stall with kitchen and store : 32 Sq.Mts.	
	2 (two) medium Food Stalls : 16 Sq.Mts. (8 Sq.Mts. each)	
	1 (one) small Stall : 2 Sq.Mts.	
	❖ Proposed area allocation of stalls would be as the following:-	Total Area: 110 Sq. Mts.
	2 (two) large Food Stalls with sell counter, small kitchen and store.	50 Sq. Mts. (25 Sq. Mts. each)
	1 (one) medium Ice-cream stall with sell counter and store	15 Sq. Mts.
1 (one) medium Cold Drinks Stall with sell counter and store	8 Sq. Mts.	
1 (one) small Stall with sell counter only	2 Sq. Mts.	
Open space for food court with befitting seating arrangements keeping parity with the theme of the entire complex.	35 Sq. Mts.	

Sl. No.	Scope of Work	Minimum proposed area
5	<p>Construction of a new and compact Toilet Complex, demolishing the existing toilet complex adjacent to the existing Food Court, which is in a bad shape. There are 5 (five) urinals and 1 (one) WC in the existing Gents' washroom and 2 (two) urinals and 1 (one) WC in the existing Ladies' washroom.</p> <p>Requirements for the proposed Toilet Complex:-</p> <p>One Ladies' washroom with provisions of 10 (ten) urinals and 4 (four) WC</p> <p>One Gents' washroom with provisions of 10 (ten) urinals and 4 (four) WC</p>	45 Sq. Mts.
6	<p>Modernisation of the 7 (seven) entrance gates (excepting the gate towards Natya Akademi and small gate towards Academy of Fine Arts) in the following manner:-</p> <p>a) Width of each of the proposed iron gate will be 10 Mts. Height should be proportional. Gates should be designed keeping in mind the cultural heritage of West Bengal and cultural activities of the entire complex.</p> <p>b) Each iron gate is to be designed in such manner so that it occupies minimum space on either side while open.</p> <p>c) Iron gates may be motorized.</p>	Not applicable
7	<p>Redesigning of the entrance gate towards Natya Akademi and small gate towards Academy of Fine Arts in the following manner:-</p> <p>a) The design of those gates should be similar to that mentioned at point no. 6 above. Existing width should be maintained, while height should be increased for security purposes. The proposed design should be such that trespassers cannot cross the closed gates.</p> <p>b) These may not be motorized.</p>	Not applicable
8	<p>Beautification of the space in between the premise of Rabindra Sadan and Nandan:-</p> <p>The space is to be designed in the following manner:-</p> <p>a) Relocation of existing Police kiosk and a sculpture created by Ramkinkar Bej to suitable positions in the space between Rabindra Sadan and Nandan iron gates.</p> <p>b) Widening and beautification of front portion (towards entrance for Artists & VVIPs) of Rabindra Sadan by making the water reservoir underground, removing iron barriers and befitting landscaping of the entire area.</p> <p>c) Beautification of the entire area in front of Nandan and backside of Rabindra Sadan by renovation of existing floor tiles, sitting arrangements, befitting special lighting arrangements and necessary landscaping.</p>	1300 Sq. Mts.

Sl. No.	Scope of Work	Minimum proposed area
9	<p>Beautification of the water body at the back side of Nandan:-</p> <p>a) Construction of a walkway surrounding the water body.</p> <p>b) Installation of a permanent view cutter on one side towards Academy of Fine Arts to hide some unplanned structures lying therein. The view cutter should be designed in such manner so that it goes with the theme of the entire complex.</p> <p>c) Suitable modern lighting arrangements around the said water body maintaining thematic parity of the entire campus.</p>	10700 Sq. Mts.
10	Beautification of the space between Sisir Mancha and Gaganendra Pradarshashala by altering the existing spiral staircase of the P.W.D. building. The proposed spiral staircase may be fixed on the reverse side of the building, i.e. towards backside of Sisir Mancha.	100 Sq. Mts.
11	<p>Construction of a new and compact Toilet Complex, demolishing the existing toilet complex adjacent to Sisir Mancha. There are 9 (nine) urinals and 1 (one) WC in the existing Gents' washroom and 2 (two) urinals and 1 (one) WC in the existing Ladies' washroom.</p> <p>Requirements in the proposed Toilet Complex:-</p> <p>One Ladies' washroom with provisions of 10 (ten) urinals and 4 (four) WC</p> <p>One Gents' washroom with provisions of 10 (ten) urinals and 4 (four) WC</p>	45 Sq. Mts.
12	Construction of an architecturally compatible roof over the existing "Ektara Mancha" which is befitting with the cultural heritage of West Bengal and activities of Rabindra Sadan – Nandan Complex.	50 Sq. Mts.
13	Modern lighting arrangements for the entire Rabindra Sadan – Nandan compound (including Natya Akademi, Rajya Charukala Parshad, Kolkata Information Centre, Sisir Mancha, Gaganendra Pradarshashala and Bangla Akademi), for creating a special ambience befitting with the culture of our State and for making this compound more attractive towards the visitors including international tourists and delegates.	41469 Sq. Mts.
14	Installation of 7 (seven) state-of-the-art Digital displays (with sound facility) at suitable locations within the compound by replacing the existing technically outdated ones.	As per actual requirement

IMPORTANT NOTES:

- (i) It may be noted that all of the afore-mentioned works will be executed by the Public Works Department on the basis of the Architectural Concept Plan, to be selected by the Committee constituted for the purpose. Hence, it will be the duty of the successful bidder to get the Architectural Design duly vetted by P.W.D. during submission of P.P.R.
- (ii) DPR, PPR and BOQ with detailed materials specifications including S&P, Electrical, IT and fire fighting works are to be made as per latest relevant code of practices. It would be binding on the successful bidder to get the Structural Design vetted from P.W.D. prior to finalization of the D.P.R.
- (iii) A photocopy of the existing lay out plan of Rabindra Sadan - Nandan Complex is enclosed for ready reference.
- (iv) All queries in this regard should be addressed to Sri Sankha Santra, W.B.C.S. (Executive), Deputy Secretary to the Government of West Bengal & Administrative Officer, Rabindra Sadan, who has been assigned to act as the Nodal officer for dealing with the issues relating to “Beautification and Development of Rabindra Sadan – Nandan Complex” vide Order No. 1556-ICA(N)/IC/O/4E(X)-06/19, dated, 25th April, 2019.

His office address is: Office of the Administrative Officer, Rabindra Sadan, Kolkata, Herasim Lebedof Sarani, Kolkata – 700071.

(Office Landline No. 033-22239936, e-mail id: rabindrasadan@gmail.com).

PART – II: QUALIFICATION CRITERIA FOR THE PARTICIPANTS / BIDDERS

- (i) The bidder must be a practicing Architect, registered with Council of Architecture (COA), New Delhi/ Architectural Firms or Consortium of Architectural Firms with Proprietor/ Partners registered with COA having minimum Professional Experience of at least 3 (Three) years in the relevant field.
- (ii) The Architects/ Architectural Firms should have a registered office within the country and mandatorily have at least one local office at Kolkata, running at least for the last three years.
- (iii) Minimum turnover of the Architect / Architectural Firm should be Rs. 1 (One) Crore in each year for the last three Financial Years.
- (iv) The bidder must have an experience of working as an Architectural Consultant for at least 3 (three) Government Projects in last five years.

PART – III: DOCUMENTS TO BE SUBMITTED AS TECHNICAL BID:

- (i) A brief profile of the bidder architect / firm - **Annexure – I**
- (ii) List of work experience - **Annexure – II**
(Enclose copies of experience certificates)
- (iii) Copies of balance sheets of the bidder for last 3(three) Assessment Years and

- (iv) One sealed envelope containing a concept proposal of the project which will consist of -
- (a) Hard Copy on opaque sheet of - Key Plan, All Floor Plans - Elevation/s Section/s , at least one colour 3D perspective drawing (along with detail walkthrough of the specific scheme of areas & / or building) in minimum A3 size sheet.
 - (b) A Concept Note on the design idea including methodology to be adopted for the works.
 - (c) One soft copy (in DVD) containing all the above documents for Power Point Presentation.
 - (d) One assessment of project cost.

PART – IV : SUBMISSION PROCEDURE :

Technical Bid with all the relevant and required documents as mentioned under Technical bid will have to be submitted in a **sealed** envelope indicating Technical bid along with hard copies drawings in a sealed roll/ packet, mentioning 'TECHNICAL BID FOR PARTICIPATION IN THE OPEN COMPETITION FOR PREPARATION OF ARCHITECTURAL CONCEPT PLAN FOR BEAUTIFICATION/ MODERNISATION/ RENOVATION OF RABINDRA SADAN – NANDAN COMPLEX'

PART – V: PRE-BID MEETING:

A pre-bid meeting with all interested bidders will be held on **20th August, 2019 (Tuesday) at 2.00 PM** sharp at the Conference Room (Room No. 901) of Information & Cultural Affairs Department, 9th Floor, Nabanna, Howrah. Committee members will remain present in the said meeting for further clarification on any issue related to the Competition.

A site inspection can be arranged on any working day between 2 p.m. to 4 p.m. Interested bidders may contact Sri Sankha Santra, W.B.C.S. (Executive), through e-mail and office landline number as mentioned earlier, at least 2 (two) days prior to the inspection.

PART – VI: LAST DATE, TIME AND PLACE OF SUBMISSION :

All Technical bids are to be submitted to the office of the **Director of Culture, Information & Cultural Affairs Department, Nabanna (9th Floor) on or before 3rd September, 2019 (Tuesday) within 3-00 PM**. Any submission after stipulated date and time will summarily be rejected.

PART – VII: SELECTION / EVALUATION PROCEDURE :

Technical Evaluation Committee constituted by the I. & C.A. Department will evaluate the submitted bid documents.

Technical Evaluation will be based on the following two stages marking:

Stage – I: Credentials for executing similar nature of works: 20 Marks

Marks would be given in the following manner:-

Sl. No.	Subject matter for evaluation	Maximum Marks	Qualifying Marks
1	Experience / Credentials of handling similar nature of work for any Government Department in the past 5 years.	5	4
2	Annual Turnover (Average of last three Financial Years).	5	3
3	Whether the Agency has an office in Kolkata (with documentary proof), and the number of permanent staff/ technical persons at its disposal for executing such an important project.	5	4
4	Experience of completing similar nature of job in last three Financial Years (Detailed project report of one selected project is to be submitted for evaluation).	5	3
Grand Total		20	14

Technical Bids (Concept Designs and related documents) of only those bidders, who will be able to secure the qualifying marks as mentioned above (minimum 14 out of 20), will be considered for evaluation by the Technical Evaluation Committee. Stage – I is only qualifying in nature and hence, marks of Stage – I will not be considered for calculating final score.

Stage – II: Concept Design : 100 Marks

Marks will be given in the following manner:-

Sl. No.	Subject matter for evaluation	Maximum Marks	Qualifying Marks
1	3D Presentation with detailed interior plan.	30	21
2	Detailed Layout Plans/ all floor plans presented in 3D Perspective Drawing .	20	14
3	Detailed Concept Note.	10	7
4	Detailed estimates with related drawings.	10	7
5	Special concepts used keeping in mind the cultural heritage of West Bengal.	10	7
6	Special concepts used for optimum space utilization.	10	7
7	Special concepts used for using environment friendly materials and towards construction of green buildings.	5	3.5
8	Special concepts used for overall modernization of the complex.	5	3.5
Grand Total		100	70

To qualify in Stage – II of Technical evaluation, the bidders will have to get minimum 70 marks in total and they have to qualify for individual sections too as mentioned in above table.

If no bidder qualifies in technical evaluation in the first call, second call may be floated as per existing guideline of the Government of west Bengal.

Ranking of the bidders will be decided on the basis of marks obtained in Stage – II only.

The bidders will be called upon for detailed demonstration before Technical Evaluation Committee after opening of Technical Bids. Detailed schedule of such demonstration will be notified in due course. At least one person for computer operation and one Architect from Kolkata office of the bidders must remain present during the presentation, for proper explanation of all issues related to the project.

PART – VIII: AWARD FOR THE COMPETITION :

- (i) Upon final selection, **the highest ranked bidder based on Stage – II of Technical evaluation will be given award of Rs. 5.00 (Five) lakh for the project** in the following phases:-

Stage	Phase of work	Amount of Award to be given in each phase
I	Declaration of Award on the basis of Technical Bid including 3D presentation, drawing and concept note.	Rs. 1.25 Lakh
II	Submission of detailed drawings in soft copy in CD along with 8 (eight) hard copies of said colour drawings.	Rs. 1.25 Lakh
III	Submission of P.P.R. and Working Drawing along with S & P.	Rs. 1.25 Lakh
IV	Submission of B.O.Q. and allied documents	Rs. 1.25 Lakh
Grand Total		Rs. 5.00 Lakh

- (ii) The highest ranked bidder may be asked for Comprehensive Consultancy Service after receiving the award of work, in specific agreement format with the Department, failing which the next higher ranked bidder may be called upon to complete the formalities, as per discretion of the Technical Evaluation Committee.
- (iii) The date of presentation of the Concept Plans before Technical Evaluation Committee will be notified later.
- (iv) The Tender Evaluation Committee reserves the right to cancel the tender at any point of time without assigning any reason therefor.

CANVASING IN ANY FORM IS STRICTLY PROHIBITED AND THE CONCERNED ARCHITECT/ ARCHITECTURAL FIRM WILL BE EXPELLED FORTHWITH FROM THE COMPETITION.

Director of Culture

Copy forwarded for information to:-

- 1) The Additional Secretary, Information & Cultural Affairs Department.
- 2) The Director of Information with a request to arrange for wide publicity.
- 3) The Chief Executive Officer, Nandan.
- 4) The Executive Engineer, PWD (Civil), Kolkata West Division.
- 5) The Executive Engineer, PWD (Electrical), Kolkata West Division.
- 6) The Executive Engineer, PWD (IT Division).
- 7) The Accounts Officer, Nandan.
- 8) The Private Secretary to the Hon'ble MOS, Information & Cultural Affairs Department..
- 9) The Sr. P.A. to Principal Secretary, Information & Cultural Affairs Department.

Director of Culture

ANNEXURE - I

(Furnish enclosure / separate sheet where required)

A BRIEF DETAIL ABOUT ARCHITECT/ ARCHITECTURAL FIRM:

1. Name of Architect / Architectural Firm :

* (In case of consortium indemnity bond, duly notarized)

2. Name of Architect/s / Partners :

3. Status of Firm : Proprietorship / Limited Company :

4. Year of Establishment :

5. Registered office address :

6. Address of Communication / local office address at Kolkata:

7. Area of Specialization :

8. Regn. no. of C.O.A of Architect :
(Enclose copy of valid Regn. Certificate)

9. Service Tax Regn. no. :
(Enclose copy of valid Regn. Certificate)

10. Enlistment with other bodies :

11. Whether any Court case is pending against any of the signatories: - Yes / No.
(if yes, furnish brief details)

12. Annual turnover of Last 03 Assessment years (in Lakh Rs.):
(Enclose copies of Balance sheets)

1) 2019-2020 =

2) 2018-2019 =

3) 2017-2018 =

(Signature of Bidder)

ANNEXURE – II

(Furnish enclosure / separate sheet where required)

A BRIEF DETAIL OF WORK EXPERIENCE:

1. Completed Architectural / interior works during last 05 years :

Sl. No.	Completed Project	Client	Project Value (Rs.)	Project Area	Year of completion	Remarks if any

2. Similar nature of project executed during last 05 years :

Sl. No.	Name of Project	Client	Project Value(Rs.)	Project Area (sq.m.)	Year of completion	If not completed , Present status	Remarks if any

3. Ongoing Projects :

Sl. No.	Name of Project	Client	Approx. Project Value (Rs.)	Project Area (sq.m.)	Expected Year of completion	Present status	Remarks if any

(Signature of Bidder)

Note: Furnish copies of supporting documents for work experience.