



REQUEST FOR PROPOSAL

RFP No : RGR/DM/19/2011/Pt-I/156

RFP on : Demonstrative Retrofitting of one School” under National School Safety Programme.

Issued By: Assam State Disaster Management Authority

Issue Date: 8th June 2016

Submission Last Date: 1st July 2016

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Summary of Proposal:

This Request for Proposal is issued by the Assam State Disaster Management Authority to obtain proposal from Firms/Institutions/Organisations having expertise and experience of carrying out Structural Retrofitting Works of buildings with any Government departments within the State of Assam or India.



08/06/16

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1. REQUEST FOR PROPOSAL TERMINOLOGY

Throughout this document, the following definitions apply:

- a) "Applicant" means a party that submits, or intends to submit, a Proposal;
- b) "Work Order" means the written order resulting from this RFP issued by the Authority;
- c) "The Authority" means the Assam State Disaster Management Authority;
- d) "Must", or "mandatory" means a requirement that must be met in order for a Proposal to receive consideration;
- e) "Proposal" means a proposal submitted in response to this RFP;
- f) "RFP" means this Request for Proposal and
- g) "Should" or "desirable" means a requirement having a significant degree of importance to the objectives of RFP.

2. EXECUTIVE SUMMARY

Background

Assam State Disaster Management Authority (ASDMA) has been implementing a centrally sponsored scheme viz. National School Safety Programme (NSSP) since 2012 under the National Disaster Management Authority in two districts of Assam.

One of the components of NSSP is 'Demonstrative Retrofitting of one School'. It is understood that structural retrofitting works need special expertise and experience unlike normal repairing and restoration works.

In view of the above, ASDMA invites Request For Proposal for conduct of Demonstrative Retrofitting works in one of the Schools in Guwahati City.

3. TERMS OF REFERENCE :

A) Scope of work:

The scope of the work includes the following.

- i. Conduct of detailed seismic assessment to determine seismic retrofit option for the school identified by ASDMA and DDMA Kamrup Metro under the technical guidance of the Civil Engineering Department, Assam Engineering College and following the NDMA Guidelines on the subject.
- ii. Preparation of and following of Standard Checklist for retrofitting works keeping in mind the NDMA Guidelines.
- iii. Retrofitting of RCC Members (Columns & Beams), slabs, wooden members and wooden floor.
- iv. Systematic documentation of the key activities and process adopted for the retrofitting works.
- v. The work must be carried out as per technical specifications determined for seismic retrofitting and the firm / institute or agency must be willing to carry out minor changes to suit the site conditions as per requirement of the school authority.
- vi. The successful firm / institute or agency must ensure full compliance of the recommendations of Assam Engineering College during every stage of work.
- vii. All supplies / materials including water and electricity has to be arranged by the successful bidder.

B) Eligibility criteria and Experience:

- i. To qualify, the firm / institute or agency should have done at least one retrofitting work of similar nature in Govt. / public sector , reputed private organisation during the past five years ending 31/12/2015
- ii. Copies of documents in proof of similar work done shall be submitted along with the offer for verification.
- iii. At least three/ experts in the field of structural retrofitting should be employed with the agency/ Institute or the firm on long term basis and their CVs should be furnished.
- iv. List of personnel who will be engaged for the work should be submitted along with their CVs.

Note: Agency must provide necessary supporting documents as proof in respect of the eligibility criteria mentioned above.

C) Time line

The entire work should be completed within six months (180 days) from the date of the award of work. The selected agency must furnish a time plan for completing the work.

3. RFP Process:

- i. The Authority is the Work Order issuing authority as relates to this RFP.
- ii. This RFP is illustrative in nature and all narrations are intended to be used by the applicant as a preliminary background explanation. This RFP does not necessarily contain all relevant information and the Authority reserves the right to amend its requirements or the information contained in this document at any time during the RFP process.
- iii. The Authority offer no warranties in regard to the information contained in this RFP and shall not be liable for any loss or damage as relates to this RFP for any applicant, potential applicant or any other third party arising as a result of reliance on this RFP's information or any subsequent communication.
- iv. If the Authority decides to select an applicant for the services, at that time a detailed Work Order will be issued to the applicant selected. This Work Order will not be made available until the selection of a successful applicant.
- v. Neither the RFP document nor any other related document shall constitute a contract or agreement with Authority.
- vi. The Authority reserves the right to disqualify any applicant who provides information which later proves to be incorrect, or which does not supply the information required by this RFP.
- vii. The Authority will not be liable for any costs of any applicant participating in this RFP.
- viii. The submission of a response to this RFP by any applicant or potential applicant confirms the applicant or potential applicant's acceptance of all terms and conditions of this RFP.
- ix. Respondents to this RFP or their agents may not make any contact with any party employed or directly associated with the Authority as relates to this RFP. Any clarifications and all information will be via e-mail only to asdmaghy@gmail.com

4. INSTRUCTIONS TO APPLICANT

A. General Requirements

- i) The response to RFP is required to address all technical requirements contained within this RFP.
- ii) Only proposals submitted strictly in accordance with the RFP Documents or as may be required by the Authority will be considered as valid proposals by the Authority.
- iii) The RFP is not a Work Order. A separate Work Order will be made available only after selection of the preferred applicant.
- iv) All information supplied by the Authority in connection with this RFP shall be treated as confidential.

