

RFP – Design Consultancy service for IDTR Bhiwani

RFP – DESIGN CONSULTANCY SERVICES

Institute of Driving Training & Research (IDTR)

BHIWANI

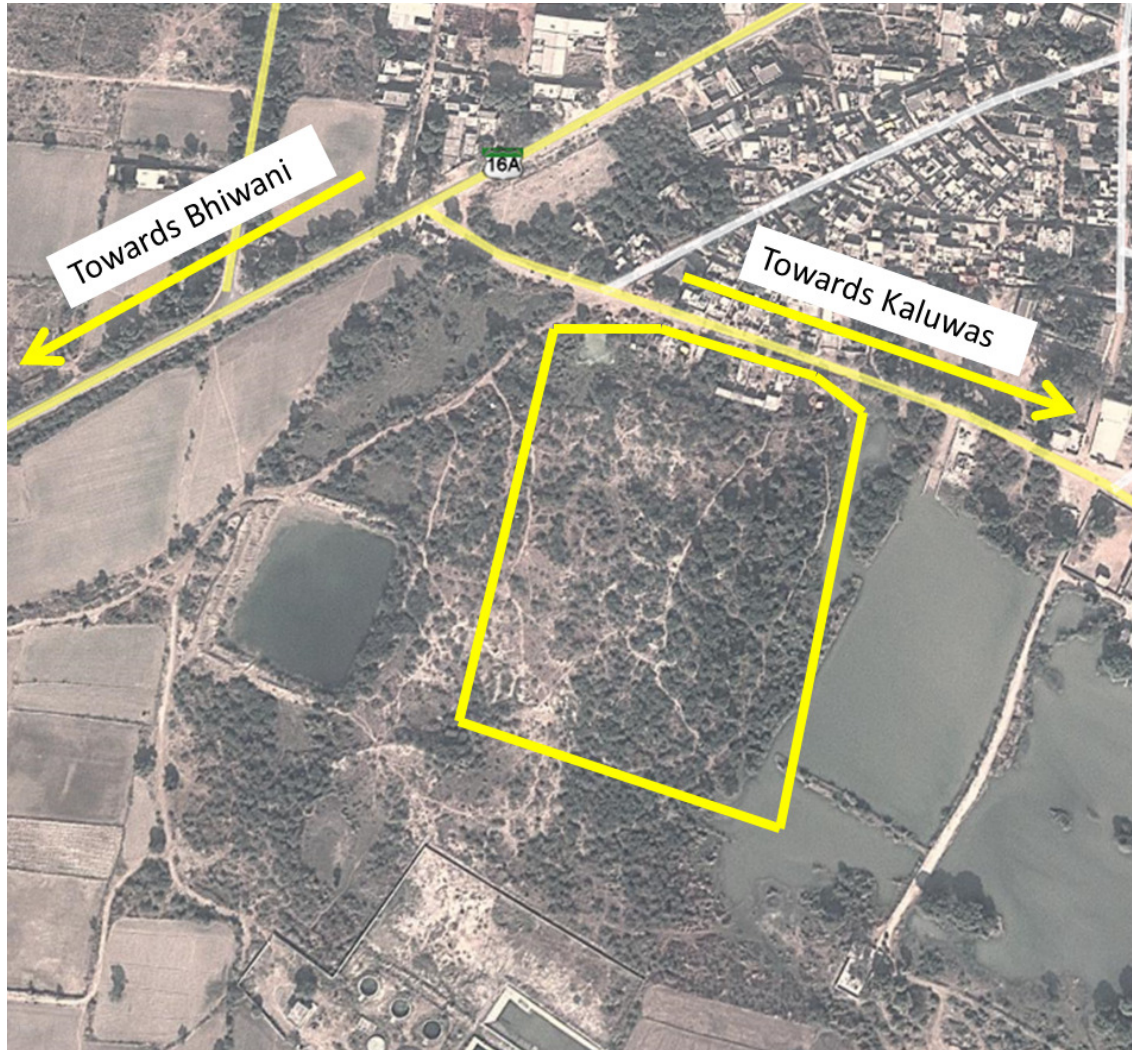
June 2014

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1. INTRODUCTION

The Institute of Driving Training & Research - Bhiwani is a joint Venture between the Department of Transport, Government of Haryana and M/s Tata Motors Limited. It will be setup with financial assistance from Ministry of Road Transport & Highways, Government of India. 10 acres of Panchayat land in village Kaluwas has been given by the Gram Panchayat for the IDTR Bhiwani. Memorandum of Understanding (MoU) has been signed between the State Government of Haryana and M/s Tata Motors Limited on 10.02.2012.



Site Photograph

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The IDTR will have various facilities like **state of the art driving tracks, class rooms, administrative, hostel buildings and driving simulators.**



Administration Building



Hostel Block



Class Room



Driving Range

** This is a Pictorial view only, not actual Photographs.

2. Scope Of Services

The IDTR Society (Client) invites “Techno – Commercial Proposal” from Planning and Design firms for Master Planning, Infrastructure, and Landscaping & Architectural – Engineering design services.

1). IDTR Facilities:-

The following facilities are to be designed in the IDTR- Bhiwani

Buildings

a. Administration Block

- i) **Class Rooms:** For handling theory classes, 5 class rooms of size each 8 m x 8 m are required.
- ii) **Office and Staff Rooms:** Three rooms of size each 8 m x 8 m are required for the use of office and staff. Staff strength expected to use the office facilities is approximately 16. To check the physical abilities of the drivers including vision test, it is proposed to have a room of size 3 m x 4 m. A store room of size 3 m x 3 m is also required.
- iii) **RTA Office:** - Two rooms of size each 8 m x 8 m are required for the use of RTA staff and Store purpose. 2 rooms of size 4 m x 4 m are required for RTA & Assistant Secretary. It is proposed to have a room with attached utility facility.
- iv) **Driving Laboratory:** One hall of size 25 m x 8 m is required to display various systems and cut section models of vehicle and to display models about various driving procedures.
- v) **Computer Centre:** To initiate driving in a safe and comfortable environment, to impart Driver Training in a scientific manner and to evaluate trainees' driving performance at the end of the training course without bias and to test the skills of drivers based on one's reactions under various traffic and roadway conditions, a computer centre with driver training simulators must be provided in the Training Institute with a minimum room height of 16 ft. Special requirements of installation of driving simulators should be considered.
- vi) **Library:** One Library of size 5 m x 7 m may also be established for the benefit of the trainees covering books on traffic rules and regulations, driving procedures, vehicle maintenance and repairs.

b. Workshop Block:

- i) **Workshop:** One shed of minimum size 20 m x 12 m with A.C. sheet roof is required to carry out day to day repair works, maintenance and parking

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of the training vehicles. The workshop should have provision for a store room of size 4 m x 3 m, 8 parking bays of size 5 m x 16 m, washing ramp and 1 inspection pit. The minimum height of the workshop should be 6 m.

ii) MVI Centre: One HALL of minimum size 35 m x 30 m with A.C. sheet roof is required to carry out inspection of vehicles. The minimum height of the Hall should be 6 m.

c. **Hostel Block:**

- i) **Hostel:** For the benefit of the trainees, hostel facility is to be provided within the Training Institute campus including recreation facilities. To accommodate about 75 candidates at a time, a minimum one Hostel Block with at least 3 rooms each 5 m x 4 m size and at least 5 dormitories (each having at least 10 beds and 10 cupboards with 10 tables and chairs) with common toilet facility may be constructed to accommodate instructors and trainees. A TV hall is also to be provided for recreation.
- ii) **Canteen:** For the benefit of 75 trainees, canteen facilities are also proposed to be provided in a separate building of size 36 m x 8 m with kitchen facilities and all necessary furniture and fittings. An adjoining room of size 4 m x 5 m for office staff, guests and instructors.

All buildings need to be provided with proper Toilet provisions

B. Driving Range

A Driving Range is also proposed to be constructed incorporating different types of maneuvers to impart off-road driving practice so as to learn basic driving procedures and practice driving skills in various situations. The driving range and workshop facilities are to be provided for vehicles with the following dimensions and as per IS 12222-1987:

- Lane width – 3750 mm
- Turning circle diameter – 21074 mm
- Clearance circle diameter – 22000 mm
- Total length of the vehicle – 9290 mm / 15000 mm (for tractor trailer)
- Width of vehicle
 - Front – 1964 mm
 - Rear – 2500 mm

The details of roads proposed to be provided with various maneuvers in the driving range and its purpose is as explained below:

- i) **Two Lane Straight**
Used for fresher training to impart Basic Driving Practice i.e. starting – moving – stopping – gear changing – steering control – passing – overtaking – curve handling – driving in crawling speed – low speed – average speed – high speed – following distance – stopping distance – stopping the vehicle in case of brake failure.
Width of pavement as per IRC for Two lane road without raised kerb - 7.5 m
Shoulder – 1.5 m

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- ii) **Parking**
 For practice in 3 types of parking maneuvers i.e. parking in parallel, angular and perpendicular to road. Requires simulation of parking operations in bus stations and truck terminus. The dimension of parking facilities are as follows:

SI.No	Type of Parking	Length (m)	Width (m)	Angle (Deg)
1	Parallel	12	2.5	180
2	Perpendicular	2.5	12	90
3	Angular	2.5	12	60

- iii) **Hump Road**
 This road enables the driver in parking, stopping and starting operations on a sloped road i.e. to practice clutch balance point and biting point and also cautious driving due to reduced sight distance with a gradient of 1 in 40.
 Length – 50 m
 1:12 at one side and 1:15 on other
 Shoulder – 1.5 m

- iv) **Dip Road**
 The Dip Road educates the trainees to know the level of water stream in the causeway and the driving procedure to be adopted while driving in such water streams.
 Length – 50 m
 1:30 m on both sides
 Shoulder – 1.5 m

- v) **2, 3 and 5 Point Turn**
 This is to train the drivers on difficult turning on restricted roads. The layout of the track is shown below:
 Width – 35 mts
 3 point – “Width -1” – 15 m
 5 point – “Width -2” – 12 m
 Length – 35 m

- vi) **S-Shaped Bend**
 To familiarize the trainees with difficult V Bend maneuvers without much of deceleration/acceleration. The layout of the track and dimensions are given below:
 Radius of S-Shaped bend -11 m
 Width of the road – 3.75 m
 Shoulder – 1.5 m

- vii) **8-Shaped Bend**
 To train the drivers on left and right steering, sharp turning and negotiating round about.
 The 8-Shaped Bend track is used to train the drivers on left and right steering, sharp turning and negotiating roundabouts. The end to end length and the inner diameter measurement of the track is given below:
 For LMV Radius of inner circle – 5 m
 Radius of outer circle – 5+3.75 = 8.75 m
 For HMV Radius of inner circle – 11 m

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Radius of outer circle – $11+3.75 = 14.75$ m

Width of single lane road – 3.75 m

- viii) Reversing box
To educate drivers on proper methods of reversing and turning.
Length – 29 m
Width – 3.75 m
Shoulder – 1.5 m
- ix) 4 Lane Road & 6 Lane Road with a signalized junction
In 4 & 6 lane road the trainee are educated on the system of lane changing, lane selection and lane discipline. In 4 lanes and 6 lanes the vehicles and its usage depends upon the ability of the driver to negotiate the above said points.
4 Lane:
Width of 4 lane road – 15 m (each lane is 3.75 m)
Length of 4 lane road – 50 m
Shoulder – 1.5 m
2 Lane:
Width of 2 lane road -7.5 m
Length of 2 lane road – 50 m
Shoulder – 1.5 m
- x) Speed Track
To practice controlling of vehicle in emergency situations such as brake failure, tyre burst etc. with a maximum road length of 1.8 km.
Width of pavement as per IRC for Two lane road without raised kerbs -7.5 m
Shoulder – 1.5 m
- xi) Hill Track
A hill track to practice uphill and downhill driving. On hilly roads the vehicles going uphill have the priority right of way and the vehicles going downhill should give way so that they do not have to stop. The understanding of this principle must be taken care at the time of giving training in the Hill Track and Hair Pin bends.
Width of carriageway – 3.75 m
Shoulder – 1.5 m
- xii) 10 Degree Gradient Road (optional subject to space availability)
- xiii) 7 Degree Gradient Road (optional subject to space availability)
- xiv) Concrete Circle with a radius of 37.5 m (optional subject to space availability)
- xv) Hair pin bend

C. IDTS Requirements

- Control Room of size 4 m x 5 m of sufficient height from the ground (not on First floor) so that all tracks are within 90m and can be viewed by the Instructor or computer operator..

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- Computerized Skill Driving Test covered under IDTS: Eight Track, S – Track & H – Track.
- The track should be clear from Electric High Tension Wire as they might disturb the Video signals.

D. Other terms and conditions

- All designs should be futuristic with provisions for the following:
 - Water supply & Water filtration plant
 - Solar power for water heater/geyser and street lights
 - Storm water drainage
 - Rain water harvesting
 - Energy efficient techniques emphasizing the usage of natural light
 - Effluent treatment plant
- Design fencing /compound wall to demarcate IDTR
- Preparation of Landscape Design for the entire area considered for Master plan and buildings for approval.

Govt. of India has sanctioned an amount of around Rs 10.0 crores including taxes for IDTR Bhiwani. Tentative breakup for the same is:-

1. Land Development = Rs 100 lakhs
2. Compound wall= Rs. 95 lakhs
3. Water supply plumbing and water tank= Rs 30 lakhs
4. Internal lighting= Rs. 48 lakhs
5. Simple MS gates 2 Nos & Security cabin= Rs. 8 lakhs
6. Building, classrooms, workshop, canteen hostel Lab etc.= Rs 250 lakhs
7. Horticulture work= Rs 10 lakhs
8. Street light= Rs 18 lakhs
9. Service Line network= Rs 103 lakhs
10. Driving Track= 373 lakhs

2). Consultant Scope

Master plan, infrastructure plan, Buildings Plan & landscape plan

Master plan, infrastructure plan, Buildings Plan & landscape plan would entail the following activities:

2.1 Site Visit, Visioning Workshop and Programme Review

Activities:

- Background Research;
- Site Visit;
- Analyze opportunities and constraints of the site and surroundings with major influences on the project design;
- Review the project objectives and preliminary brief;
- Review site information and conduct Site Analysis;
- Further develop and finalize the development programme for the ensuing Master Planning process.

Deliverables:

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Summarize the activities and findings of the above activities in a preliminary draft report (Soft copy in PDF or PowerPoint format as applicable).

Delivery Time:

Within 14 days after receiving LOI / Work order.

2.2 Concept & schematic design Options

Activities:

- Exploration of development opportunities through the creation of up to two options;
- Summarize conclusions and recommendations for the design & development Strategy;
- Create sketch design concept in line with the local codes & requirements.

Deliverables:

1. Sketch Master Plan, Infrastructure plan & landscape plan – **up to 2 (two) options.**
2. Possible diagrams and drawings to explain the following
 - a. Site Analysis;
 - b. Design Principles;
 - c. Zones of Uses;
3. Preliminary Area Calculations;
4. Estimation & calculations of the infrastructure & utilities loads requirement for the IDTR with a preliminary design basis report.
5. Sustainability guidelines for the infrastructure and utilities.
6. Preliminary project report to include budget estimates.

Delivery Time:

Within 7 days after approval of Master plan, infrastructure plan, Buildings Plan & landscape plan.

2.3 Detailed design stage:

2.3.1 Detail design development:

Activities:

1. Modify and develop the designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the Client's approval along with preliminary estimate of cost on area basis.
2. Collaborate with the Engineering & Services Consultants on the requirements to determine the necessary parameters of the project.
3. Investigation of Soil bearing capacity, Hydrogeological study - Water table, Quality of water, Geology, Geophysics, Hydrogeology, Soil pattern, vegetation, etc.
4. The Detailed Proposal is the resolution and verification of the schematic proposal in enough detail to allow the ARCHITECT to fully document and detail the project for construction. This stage provides the opportunity to

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optimize the project's design and add value engineering prior to the Construction Documentation Stage.

5. The tasks in this stage include but are not limited to:

5.1 Architectural services:

- The architectural design shall be developed in conformity with the Client's requirements, end-user sensibilities, and efficient functionality. At all times, the emphasis shall be on efficient space usage, an cost-effectiveness and aesthetic propriety of the built form.
- The Architect shall also coordinate and harmonize the designs of various components such as Structure, Services, etc to achieve smooth execution on Site, and efficient functioning thereafter.

5.2 Structural design services:

- The structural design services shall include the complete design of the structural framework for the entire built component in the complex.
- This shall include, determining the appropriate framing system, generating schemes for structural design conforming to the specific needs of the intended space, and harmonized with the requirements of the services and other components of the project, and making detailed construction drawings for the work to proceed on site.

5.3 Services / MEP design services:

The Services design services shall include the complete design of the following:

- Electrical systems
- Plumbing systems (to include dual plumbing for recycled water for flushing)
- HVAC systems
- Automated Vertical Transportation
- Firefighting systems
- Data and Voice networking
- Building Management Systems
- Low Voltage systems and other mechanical requirements for the complex.
- Road detailing, parking detailing and its designing as per the approves of Layout/ master plan

Deliverables

1. Site plan
2. Site cross sections
3. Building Plan, Elevations (4 sides), sections, sectional views, sketches.
4. Detailed Cost estimates.
5. Structural design basis report (to include bench marks & cost benefit analysis for the systems proposed)
6. Services / MEP design basis report. (To include bench marks & cost benefit analysis for the systems proposed)
7. Roads intersections, and detailing to include storm drains & pavement details.
8. 3 nos of 3 D rendered views for presentation purposes.

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9. Detailed Soil investigation report.

This stage shall be deemed complete on submission of the above stated deliverables and on receipt of express approval from the CLIENT to proceed to the next stage.

Delivery Time:

Within 7 days after approval of Concept design stage.

2.4. Tender documents & drawings:

Activities:

- Prepare specifications and schedule of quantities sufficient to prepare estimate of cost and tender documents including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract.
- Co-ordinate the development of the services designs with other consultants of the project.

Deliverables

1. Consolidated list of detailed BOQs to include Civil & MEP designs
2. Specifications
3. Special Conditions of Contract
4. Document for inviting tenders.
5. Detailed cost document with detailed specifications and costs for each item.
6. Preparation of comparative technical and financial evaluation statement of the received bids with inputs on cost parameters of the L1 bid.

This stage shall be deemed complete after providing client with revised and updated drawings & document of the above mention activities and award of work order to selected Contractor.

Delivery Time:

Within 15 days after approval of detail design stage.

2.4 Municipal drawings:

Activities:

To submit drawings to relevant authorities in the required format.

Deliverables:

1. Prepare drawings necessary for statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the Client in obtaining the statutory approvals thereof, if required.
2. The Consultant is responsible to obtain the approvals/permits/ No Objection Certificate from approving authorities as per rules governing the development from time to time.

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This stage shall be deemed complete on submission of drawings to the relevant approving authorities, in order to obtain the necessary approvals/clearances/NOCs. The consultant shall interact with the approving Authorities to get the necessary approvals/clearances/NOCs. The Client shall make all possible efforts in order to support the consultant to get the approvals.

Delivery Time:

Within 15 days after approval of detail design stage.

2.5 Construction stage:

2.5.1 Working drawings / GFCs:

Activities:

- List of samples of various elements and components.
- Check and approve shop drawings submitted by the contractor/vendors.
- Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the Construction Works and where necessary clarify any decision, offer interpretation of the drawings/specifications, attend conferences and meetings to ensure that the project proceeds generally in accordance with the conditions of contract and keep the Client informed and render advice on actions.
- In order to ensure that the work at site proceeds in accordance with the contract documents/drawings and to exercise time and quality controls, the day to day supervision will be carried out by Consultant, working in tandem with the Architect.

Deliverables

1. Master drawings list for all services: Architectural, Civil & MEP.
2. Prepare and issue working drawings and details for proper execution of works during construction.
3. Coordinate with project team & site team to adhere to issues during construction.
4. Submission of weekly progress report and Monthly progress report.
5. Adhering to project time schedule for timely completion of project.
6. Coordinate with Statutory approval authority for getting various approvals.
7. Issue Certificate of Virtual Completion of works.

Delivery Time:

Within 15 days after award of work order to selected Contractor for execution. .

2.6 Completion:

Deliverables:

1. Prepare and submit completion reports and drawings for the project.
2. Issue two sets of as built drawings including services and structures

The above specified deliverables shall be submitted in the form of electronic files and hardcopies. The consultants shall illustrate the look and feel of the IDTR

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Institution in the form of perspectives, sketches, views...etc. The deliverables shall include the following but not limited to:

1. Source files of all CAD drawings on a CD-ROM disc.
2. Four hard copies of the relevant drawings shall be in a size specified by IDTR (either A0 or A3 size)
3. Four hardcopies of a project handbook in A3/ A4 size summarizing all the recommendations and findings.
4. A brief presentation on a CD ROM of the consultant's proposal in MS Power point at relevant stages for early understanding & review by the project team.

Contour map of IDTR Site at Bhiwani is attached herewith it.

3. CONTENT OF PROPOSAL FORMAT & DETAILS

The Consultant's submission should include a response to each item of this requirement list in the same order, preferably in A4 format.

1.0 Technical Proposal

1.1 Statement of qualifications

1. Submit materials that highlight Consultant's planning and design philosophy.
2. Indicate current work and pending firm projects
3. Include list of past and current projects within the past 5 years, similar in nature of development as well as scope of services called for in this RFP.

1.2 Proposed Project Team

1. Project Personnel: Provide an organization chart showing the overall manpower requirements of architects, engineers, support personnel, key individuals and their function.
2. Provide CV's of 5 key individuals to be directly involved in the project. Indicate % of time allocated to participate in all stages of work.
3. All Sub-consultants/Associates or In-House services: provide particulars, project experience, cv's of key personnel and their functions that are included in the proposal as per terms and conditions set out in this RFP.

1.3 RFP Terms

Confirm acceptance of ALL terms and conditions according to the RFP, highlighting any qualifications to the contrary.

1.4 Required Information

Indicate additional information required prior to start of consultancy services.

1.5 General

Provide any further information consider relevant to Consultant's appointment

2.0 Commercial proposal

2.1 Base Design Fees

1. Indicate a lump sum fees for the above stated services.
2. Indicate per sqft cost of each Building & Roads to be executed.
3. The consultant has to take into consideration the scope of services mentioned above, the repetitive design works and accordingly quote a lump sum amount.
4. CLIENT reserves the right to request further detailed information on following aspects: Break up of fees.
5. Proposed Payment Schedule & Conditions.

2.2 Reimbursable Expenses

1. All project related travel, accommodation and other ancillary expenses shall be considered as reimbursable expenses.
2. Unless specifically pre-authorized, CLIENT will not reimburse any cost incurred by Consultant beyond the base design fee.
3. List other project associated non – inclusive costs which may need to be reimbursed to Design Consultant.

3.0 Non-disclosure provisions:

1. CLIENT requires that Consultants acknowledge and agree that; 1) all tangible and intangible information revealed, obtained, or developed in the course of and in connection with this RFP shall be considered to be confidential and proprietary information of CLIENT and its affiliates,
2. All parts of this RFP are Client's property and may be recalled at any time and
3. Consultants shall not disclose and discuss any information concerning this process to anyone except Consultants' officers directly connected with this RFP.

3.0 Proposal cost, evaluation& acceptance:

1. Proposal cost: CLIENT will not be liable for any costs incurred in Consultant's preparation of submission. This includes but is not limited to presentations, site visits, any additional information requested by CLIENT.

2. Evaluation of Submissions: CLIENT may select several Consultants to engage in further discussion. Throughout the evaluation process CLIENT may request that one or more of the Consultants make additional submissions to assist the evaluation.

3. Submission Acceptance: This RFP package does not constitute an offer to accept any proposal but is merely a solicitation of interest with respect to the project. The project may be withdrawn without, prior notices. All dates and durations indicated in this REF are for reference only; CLIENT reserves the rights to make modification or adjustments, without prior notice. Nothing contained in this RFP shall be deemed to constitute a contract or part of an agreement between CLIENT and any other party; no agreement shall exist until such time as a written contract has been fully

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executed by the parties thereto. Furthermore, CLIENT reserves the right to award work to more than one consultant or none at all.

4. Ownership and Use of Documents: All drawings and documents including all computer generated source file, shall remain the sole and exclusive property of CLIENT. For any clarifications, please do not hesitate to contact us for any clarifications.

ANNEXURE A
Details to be provided by Consultant

	Criteria	To be filled by Consultant
1	Name of Consultant	
2	Contact person name	
3	Correspondence Address	
4	E-mail address	
5	Telephone Number	
6	PAN	
7	P.F. Code	
8	Service Tax Registration Number	
9	VAT Registration	
10	Number of years in existence	
11	Number of Customers	
12	Key Clients	
13	Turnover of Company in Rs	
	2013-14	
	2012-13	
	2011-12	
14	Employee Strength	
15	Payment Mode	
16	Any other	
17	Any other	
18	Statutory Requirements	
	PF	
	ESI	
	Professional Tax	
19	Specialized in	
20	Strengths	
21	Details of Projects executed (Atleast 3 projects)	
22	Cost of Project	
23	Time period of Projects	
24	Built up area of Projects	
<u>Commercial Proposal</u>		
1	Lump sum fees for Consultancy services as stated above.	
2	Per sqft cost of each Building & Roads	
3	Payment Schedule & Conditions	
4	Any other	