

:: PEPSU ROAD TRANSPORT CORPORATION PATIALA ::

DETAILED TERMS & CONDITIONS FOR SELECTION OF CONSULTANT ARCHITECT/ TRANSACTION AGENT FOR OPERATION & MAINTAINANCE [O&M] CONTRACT FOR NEWLY CONSTRUCTED BUS STAND AND WORKSHOP BLOCK AT PATIALA

TECHNICAL BID – PART I

1. CURRENT SCENARIO

1.1 Background

The city of Patiala is known for its heritage importance and business hub of heritage items of Punjabi cultures. The Patiala is connected by road to all the major adjoining States & Union Territories like Chandigarh, Haryana, Rajasthan, Delhi and Himachal etc..

The Bus Stand at Patiala has been operating as a public utility stand catering to the requirement of more than 50,000 passenger for the last 50 years. Over the period of time the Patiala Bus Stand facility has witnessed enormous increase in bus and passenger traffic resulting in upscale of operations. Accordingly a new modern Bus Stand has been constructed on Patiala-Rajpura road near Northern Sirhind bypass. For running this Bus Stand PRTC is now inviting EOI from reputed and bonafide Consultant Architects/ Transaction Agent for selection of Operation & Maintenance (O&M) agency for running the Bus Stand in-line with best practices in the industry.

1.2 Location

The total site area of the New Bus Stand and Workshop Block Patiala is 8.51 acres. The New Bus Stand and Workshop Block at Patiala has been moved to Patiala-Rajpura road near Northern Sirhind bypass on 8.51 acre site from the existing congested location for ease of operation and upscale passenger facilities.

1.3 Current Bus Operations:-

Operator	Number of Daily Bus Schedules
PRTC	920
Private buses	500
Haryana Roadways	50
Punjab Roadways	25
Chandigarh Transport Undertaking	6
Uttarakhand Transport Corporation	2
Himachal Transport Corporation	2
Rajasthan Transport Corporation	1
Total Daily Schedules	1506

1.4 Parking Duration of Buses

1.5 Revenue Streams

The revenue streams from the operations of the bus terminal are as follows:-

- a) Income from Adda Fee/ night halt charges for buses
- b) Income from Car & Four Wheeler parking areas
- c) Income from 20 Nos Shops
- d) Income from 3 Nos Showrooms
- e) Income from Food Courts
- f) Income from Commercial Space
- g) Income from Advertisements

2. PRE-QUALIFICATION CRITERIA

- 2.1** Intending Consultant Architect/ Transaction Agent should have sufficient exposure in the field of planning and functioning of a large/ medium size Bus Stands; by virtue of having designed full Mechanical Electrical Plumbing (MEP) Services covering Electrical, Public Health, Backup Power System, Air-Conditioning System, CCTV and Surveillance System including preparation of their Maintenance Schedules. Should have designed at least 3 Bus Stands having Terminal Area of 50,000 sft each during last five years or Intending Consultant Architect/ Transaction Agent Should have provided Transaction Advisory services in respect of Operation & Maintenance [O&M] to Minimum three Bus Stands or to reputed Corporate Client for their facility having an area more than 1,00,000 sft covering Building Facade, General Housekeeping, comprehensive maintenance of Public Health and Electrical installations, DG Sets and Air-Conditioning System during last five years.

2.2 Intending Consultant Architect/ Transaction Agent should have PAN and GST Registration.

2.3 The firm should preferably have a functional office in North India.

2.4 The firm should have adequate organizational structure comprising of qualified architects, engineers, specialist, other technical officers and staff along with associates if any, to execute work of such nature and magnitude.

Documentary evidence shall be attached.

2.5 Intending Consultant Architect/ Transaction Agent should have average annual turnover of ₹ 50,00,000/- for the last 3 financial years. **Copies of ITRs and Certificate from the Chartered Accountant shall be attached.**

2.6 The applicant should not have been blacklisted and/or debarred by any State/ Central Department or PSU or Autonomous bodies. Firms/ Consultants who are blacklisted and/or debarred are not eligible. The applicant must submit a duly notarized affidavit to this effect in stamp paper of value ₹ 100/- as under:-

“I/ We undertake and confirm that I/ We/ our firm/ company have not been barred or blacklisted by any of the Central/ State Govt. Departments, Undertakings, Autonomous bodies, institutions, Applicant, Societies, Enterprises and Companies during last 7 (seven) years ending previous day of last date of submission of EOI cum Eligibility BID. Further that, if such information comes to the notice of the Corporation I/ we shall be debarred for bidding in the Corporation in future forever. Also, if such information comes to the notice of the Corporation on any day before start of the work, the Corporation shall be free to cancel the agreement”.

The EOI application cum Eligibility bid received without this declaration in original shall stand automatically rejected.

3. SCOPE OF WORK

3.1 Preparation of “As Built Drawings”

Consultant Architect/ Transaction Agent shall prepare “As Built Drawings” in respect of

- a)** Complete Architectural drawings such as Site Plan showing Bus Movement area, Hard Standing car and two-wheeler parking, short term parking, drop-off zone, diesel pump, washing and maintenance ramps, location of Boom Barriers, etc.

- b) Ground Floor Plan showing Passenger Concourse, Shops, Public Conveniences, Offices, Ticket Issue Counters along with area calculations of all the facilities.
- c) First Floor Plan Showing Waiting Lounge, Showrooms, Food Courts, Conveniences, etc. along with area calculations of all the facilities.
- d) Second Floor Plan Showing Dormitories, Locker Rooms, Office Areas, Conveniences, etc. along with area calculations of all the facilities.
- e) Rooftop Plan Showing Water Tanks, Air-Conditioning Units and all the Services/ Equipment installed on the Roof.
- f) Similarly as mentioned above in (a) to (d) in respect of Workshop Block.
- g) Detailed list of facilities.
- h) Hold pre-bid conference with the prospective Operation & Maintenance (O&M) agencies to familiarize them with the Terms & Conditions of the DNIT and specific context of the assignment.

NOTE:

- i) PRTC may make available to the Intending Consultant Architect/ Transaction Agent, the available Drawings in PDF Format, however the Consultant will have to modify them to make them true “As Built Drawings”.
- ii) As Built Drawings shall form part of the RFP Document for prospective O&M Agencies/ Concessionaires; to help them arrive at a reasonable bid price.

3.2 Preparation of Detailed Notice Inviting Tender (DNIT)

3.3 Provide Detailed Analysis of Commercial, Financial and Legal Aspects in support of the O&M Transactions which shall include but not limited to (i) Carry out Pre-Feasibility Studies (ii) Conduct Project Feasibility Studies, assess O&M Options (iii) Carry out Value for Money (VFM) Analysis (iv) Conduct Financial Analysis and modelling and project structuring (v) Prepare bidding documents and draft contracts (vi) carry out the bidding process until signing of the contract with prospective O&M Operator or Concessionaire (vii) Provide advisory services until the financial close of the project or as in when required.

3.4 PRTC may extend the currency of the Consultant Architect/ Transaction Agent upon the closure of award of work and signing of contracts with O&M agency for providing extended services as mentioned below.

- i) The Consultant Architect/ Transaction Agent shall submit biannual Performance Evaluation Reports on the performance of O&M agency to the Maintenance Board.
- ii) The Consultant Architect/ Transaction Agent shall attend Maintenance Board Meetings as special invitee and assist the Maintenance Board on the satisfactory performance of O&M contract.

NOTE:

PRTC shall separately decide the remuneration to be paid to the Consultant Architect/ Transaction Agent in consultation with the Consultant Architect/ Transaction Agent. However, it shall be the sole discretion of the Corporation to engage the Consultant for extended period.

4. SELECTION CRITERIA

Apart from the **Pre-Qualification Criteria** mentioned under head 2, The Consultant Architect/ Transaction Agent shall be selected upon the evaluation of following:-

- i. **Methodology and Approach** – brief report on the **Methodology and Approach** to the assignment shall be submitted by the intending applicants.
- ii. **Reserve Contract Offer** – brief report on **Reserve Contract Offer** to exhibit Value for Money [VFM] calculations based upon the facilities which can be gainfully monetized.
- iii. **Diligent Legal Provisions** – brief report on **Diligent Legal Provisions** which shall be built into the Contract Documents to ward off likely litigations especially in respect of leasing out of Shops, Showrooms, Food Courts etc.
- iv. **Financial Sub-Consultant** - The Consultant Architect/ Transaction Agent shall have in-house reputed and experienced Financial Consultant/ expert or outsource financial services from a reputed Financial Consultant. Submit details of Sub-consultant in case of outsourcing.

- v. **Legal Sub-Consultant** - The Consultant Architect/ Transaction Agent shall have in-house reputed and experienced Legal Consultant/ expert or outsource legal services from a reputed Legal Consultant. Submit details of Sub-consultant in case of outsourcing.

5. STAGES OF PAYMENT

1	Preparation of Final [DNIT] RFP Document	15%
2	Invitation of Bids	15%
3	Award of Work	20%
4	Signing of Contract Documents	20%
5	After site Handover to successful bidder for O&M	30%

- 6. The Managing Director PRTC Patiala shall have full power to settle any claim with Consultant Architect/ Transaction Agent on behalf of PRTC.
- 7. That all the dispute and differences arising in any concerning Consultant Architect/ Transaction Agent what so ever shall be referred to the sole Arbitrator the Managing Director PRTC.
- 8. The courts at Patiala alone shall have Jurisdiction for the purpose of this contract.
- 9. All the Government taxes/ levies as applicable shall be deducted from the payment made to Consultant Architect/ Transaction Agent.
- 10. Consultant Architect/ Transaction Agent should depute his duly authorized representative alongwith stamp paper of required amount for signing of the agreement. No payment shall be released until or unless the agreement signed between Consultant Architect/ Transaction Agent.
- 11. No payment will be released to Consultant Architect/ Transaction Agent until RFP (Request for Proposal) and Bid document for Operation & Maintenance (O&M) for New Bus Stand and Workshop Block at Patiala is approved/ vetted by the Committee constituted by the Managing Director PRTC.

12. The Consultant Architect/ Transaction Agent is required to submit ₹50,000/- as Earnest Money online through internet payment gateway (IPG) Debit Card, NEFT/ RTGS or Internet Banking only and a Performance Bank Guarantee of ₹ 50,000/- within 10 days from issue of LOI/ Work Order. Tender submitted without EMD are liable to be rejected.

- a) EMD shall not bear any interest.
- b) No proposal shall be evaluated in the absence of the EMD on any ground, whatsoever may be.
- c) EMD shall be returned to unsuccessful bidder, after issue of LOI/ Work Order to the successful bidder.
- d) EMD shall be returned to successful bidder after submission of the Bank Guarantee as Performance Security.

EMD/ Performance Security will be forfeited:-

- a) In case bidder withdraws/ modifies its offer within the validity period.
- b) Submit forged/ fake documents or do any unethical/ un-business like activity,
- c) In case the successful bidder does not submit the Bank Guarantee as Performance Security within 7 days of issue of LOI/ Work Order.
- d) In case the successful bidder does not submit RFP (Request for Proposal) or DNIT within the time frame mention at Sr. No. 15. The Bank Guarantee submitted as Performance Security will be forfeited.

13. Consultant Architect/ Transaction Agent will have to prepare preliminary RFP (Request for Proposal) and Tender document regarding Operation & Maintenance (O&M) schedules w.e.f. facilities management such as leasing of Commercial Shops, Showroom, Food Courts, Parking, Complete Housekeeping of Bus Stand and Workshop Block including facade cleaning and Public Conveniences, Adda Fee Collection, Maintenance of Air Conditioning, DG Sets, Electrical Control Panels, Lifts, Electromechanical Motorized Automated Boom Barrier, X-Ray Inspection System for inspection of luggage, Baggage Scanner, Security, CCTV & Surveillance, Landscaping, Public Health System, EPBAX System, Advertisement Hoarding Boards, Generator Set including planned & Emergency Maintenances etc. before the Committee constituted by the Managing Director PRTC.

14. Consultant Architect/ Transaction Agent will prepare the RFP (Request for Proposal) and Bid a document that is feasible and gainful monetization of the facilities in the interest of the PRTC.

15. The successful Consultant Architect/ Transaction Agent will submit the complete proposal and complete documentation required for e-tendering process for O&M (Operation & Maintenance) of New Bus Stand and Workshop Block at Patiala as below mention time frame:-

T1	Release of LOI/ Work Order	T1
T2	Signing of Agreement with PRTC	T1 + 3 Days
T3	Submission of Interim or Preliminary RFP Document/ DNIT	T2 + 7 Days
T4	Submission of Final RFP Document/ DNIT	T3 + 4 Days

16. SUBMISSION OF BIDS

The Proposal shall be in two parts i.e. **Technical Bid** in cover-A and **Financial Bid** in cover-B. Technical Bid shall cover information demanded in heads 2 (Pre-Qualification Criteria) and 4 (Selection Criteria).