

To

M/S

.....
.....
.....

Subject: Designing, Renovation & Refurbishment of existing building meant for intellectually challenged children in Kozhikkode District, Kerala as model home.

Hindustan Latex Family Planning Promotion Trust (HLFPPT), in collaboration with Social Justice Department and district authorities proposed to convert the existing home for the intellectually challenged children in Kozhikkode district as model home. The project work includes refurbishment of the building interior and exterior to make the centre as disabled friendly, barrier free and creating lively ambience internally and externally.

Sealed quotations are invited from experienced Architects/ Firms for providing design, renovation and refurbishment work as per the details mentioned below:

1. Scope of Work/ Proposed Infrastructure Modification

The Especially Abled children are known to have short attention spans, and must be stimulated in order to develop their minds and bodies. Thus this Center needs to provide the child with a continuing stimulus for learning. The proposed modifications in the building will provide the children an environment to provide the normal experiences, adventures, and activities that are fundamental to learning and development. The key word in the development of the Especially Abled child is "stimulation." Hence, the design of the environment of this Center would provide the stimulation needed for their development. It is with these thoughts in mind that a design for this model Home to be proposed by the Architect/Engineering firm. The other scope of works includes:

- Conduct detailed survey of the building and prepare layout plans, 3ds of major locations, and detailed drawings of each work.

- Preparation of details of elevations, furniture, and wall treatments along with details of furnishing of the building internally and externally
- Preparation of graphics/coloured elevations on the concepts for recommended interior built-ins and other interior decorative details.
- Proposing sample of materials as prescribed/required by the designs along with comprehensive list of makes.
- While preparing refurbishment plans the bidder has to consider to setup provisions in the building such as space to accommodate nearly 45 to 50 beds as dormitory and private space, class room 2 numbers, Yoga room/space, Recreation hall, Food court for group dining, Clinic and Medical Room, quiet room/autistic room/relaxation room (with music facility), **small room**: various lights and sound equipment (similar to DEIC, Noida), **1 small room**: ADL (self-care room) with mirror, chair, table, 1 regular-size bed, sink and a small storage cabinet (wall-mounted), **1 large room** (indoor gym/physical exercise area) divided into 3 smaller units: (OT & PT), walkways with proper landscaping, space for bathing of bed ridden patients, hot water facility in bath room, hairdressing saloon, etc.
- The Architect also free to propose any innovative disable friendly facilities other than above mentioned provisions.
- After conducting the detailed survey of the building the Architect has to identify and propose locations for the above facilities.
- Beside designs, the bidder has to execute and monitor the renovation and refurbishment of the center as per the approved designs. This includes, but not limited to:
 - Civil work
 - Brick work
 - Demolition work
 - RCC demolition
 - Plumbing
 - MS pipe railing
 - Interior Work
 - False ceiling
 - Electrical fittings
 - Lights, wiring
 - Curtains
 - Gysers, fans
 - Furniture(tables, chairs, dining area furniture, outdoor furniture)
 - Wall paintings
 - Vinyl flooring
 - Paint Inside walls, Exterior and windows
 - Marking or labeling Tape on staircases tread

- Plywood Shutters
- Landscaping
- (Refurbishing the existing lawn {with plants/stones/pebbles/and kitchen garden plants}).
- Pond
- Water features
- CCTVs
- Sand pool
- Skill Stations
- Increase height of boundary wall

Indoor	Outdoor
<ul style="list-style-type: none"> ▪ While preparing refurbishment plans the bidder has to consider to setup provisions in the building such as space to accommodate nearly 45 to 50 beds as dormitory and private space, ▪ class room 2 numbers, ▪ Yoga room/space, ▪ Recreation hall, ▪ Food court for group dining, ▪ Clinic and Medical Room, ▪ Quiet room/autistic room/relaxation room (with music facility), ▪ Small room: various lights and sound equipment (similar to DEIC, Noida), ▪ 1 small room: ADL (self-care room) with mirror, chair, table, 1 regular-size bed, sink and a small storage cabinet (wall-mounted), ▪ 1 large room (indoor gym/physical exercise area) divided into 3 smaller units: (OT & PT), ▪ walkways with proper landscaping, ▪ space for bathing of bed ridden patients, ▪ Hot water facility in bath room, hairdressing saloon, etc. ▪ Kitchen utensils and wares etc 	<ul style="list-style-type: none"> ▪ Park area: Swings, slide, motor planning equipment such as jungle gyms and rope-based motor planning equipment, balance beam ▪ Provision for a sensory exposure: sand pit, grassy area, small pond where fish and ducks may be kept ▪ Open area for playing games/sports: throw/volley ball; badminton, basketball, football, cricket, athletics ▪ Exterior façade modification for fresh renovated look etc. ▪ The Architect also free to propose any innovative disable friendly facilities other than above mentioned provisions.

- A tentative BOQ should also be submitted along covering all aspects of design, renovation, refurbishment and monitoring.

2. Process of bidding and selection of Consultants

The interested Architects/ Firms shall submit their Technical and Financial Proposal as per the format attached with this RFP as Annexure 1 & 2.

- The finalization of the Architect/ Firm shall be done based on the scores obtained in presentation held for shortlisting the Architect/ Firm
- A combined Quality cum Cost Based Selection (QCBS) process shall be adopted for the selection of the Consultant.
- Those Consultant who submit the Proposal, shall be called Bidders. The Bidders are required to prepare and submit their proposal in accordance with the terms set forth in this RFP.
- The Proposal shall be submitted in physical form only to Admin Manager, B-14A, Sector 62, Noida, HLPPT by 5:00 PM on the Proposal Due Date 16th March'2020.
- First stage in the selection process shall be evaluation of the Technical Proposal submitted by the Bidders. Financial Proposals of only those Bidders qualifying in the Technical Proposal would be opened.

The bidder can collect any information related to site by personal visit. The appointment of successful bidder will be on consultancy basis and the bidder will not be entertained to any claims, rights, interests or further benefits in terms of regularization or consideration of further appointments to the said post or any other posts.

The service of the successful bidder shall stand automatically terminated at the expiry of contract period without any necessity on the part of HLPPT giving any notice to the firm.

Prospective agencies are advised to fill, sign, seal and submit hard copies of the quotation in TWO separate envelops. Envelop one superscripted “**Refurbishment of existing building meant for intellectually challenged children in Kozhikkode District, Kerala as model home**” and envelop two superscripted by “**Financial Quote for Refurbishment of existing building meant for intellectually challenged children in Kozhikkode District, Kerala as model home**” by to our representative or courier the same on or before last date of receiving the quotation to:

The Admin Manager
Hindustan Latex Family Planning Promotion Trust (HLPPT)
(A Trust Promoted by HLL Lifecare Ltd.)
B-14A, 2nd Floor
Sector 62, Noida, UP
W: www.hlppt.org
M: +91 9415015802 : E: spal@hlppt.org

3. **Queries:** For any queries/ area visit, please contact above mentioned on any working day after the RFP issue date mentioned above.

Annexure 1 Technical Quotation Submission Template

Application Form (This application to be prepared in organization's letter head)

Sl. No	Organizational Details	
1	Name of Organisation	
2	Address with pin code, email ID and phone numbers	
3	Legal Status of the Organization	
4	Pan and GST Number	
5	Year of experience on the same field	
6	Annual turnover of the organization of last 3 years	
7	Brief about major works undertaken (to be attached separately)	
8	List of major clients (to be attached separately)	
9	Details of experts available with the organization	
10	Experience on similar work	

Signature of Authorized Signatory with Seal

Date: _____

Annexure 2: Financial Quotation Submission Template

(ON THE LETTER HEAD OF AGENCY)

Ref: Letter of Enquiry for preparation of lay out design, 3Ds of major areas and Monitoring, renovation and refurbishment work of model home for intellectually challenged children in Kozhikkode District, Kerala

To,

The Admin Manager

Hindustan Latex Family Planning Promotion Trust (HLFPPT)

(A Trust Promoted by HLL Lifecare Ltd.)

B-14A, 2nd Floor

Sector 62, Noida, UP

W: www.hlppt.org

M: +91 9415015802 : E: spal@hlppt.org

Date:

Annexure 2: Quotation

Sl. No.	Description of work	Rate including GST
1		
2	Any other Charges(Specify)	
	Total including all taxes	

Signature of Authorized Signatory with Seal

Date: _____