UTTARAKHAND PUBLIC WORKS DEPARTMENT



APPLICATION PROFORMA

EMPANELMENT OF CONSULTANCY SERVICES FOR "PREPARATION OF DESIGN AND DETAILED PROJECT REPORT FOR BRIDGES"

AND

"PROOF CHECKING OF DESIGNS OF BRIDGES"

'CATEGORY B-1'

Engineer in Chief P.W.D. Uttarakhand Lok Nirman Bhawan, Yamuna Colony, Dehradun -248001 e-mail- eicpwduk@nic.in telephone-01352531154

INDEX

Sections	Section name	Pages
I	GENERAL INSTRUCTIONS	1
II	INSTRUCTIONS TO APPLICANTS	3-6
III	ENCLOSURES	7-17

PUBLIC WORKS DEPARTMENT, UTTARAKHAND, INDIA APPLICATION FOR EMPANELMENT OF CONSULTANTS FOR BRIDGES GENERAL INSTRUCTIONS

PWD Uttarakhand invites applications from interested consultants for empanelment under the categories mentioned below.

Category	Description
	Conducting Feasibility Study, Analysis and Design and Preparation of Detailed Project
B-1	Report and Proof Checking/Vetting of Design for all types of bridges/grade separators
D-1	including approaches of bridges but excluding bridges with innovative design such as cable
	stayed, suspension bridge, etc.

3. The applicants should submit the empanelment request in the prescribed format along with all the enclosures with requisite information to:-

Chief Engineer Level -1 (HQ), Uttarakhand Public Works Department Yamuna Colony, Dehradun email- cehq.pwduk@gov.in

INSTRUCTIONS TO APPLICANTS

- 1. The empanelment will be valid for a period of three years, subject to satisfactory and professional performance of the consultant and the year will be reckoned from 1st July to 30th June.
- **2.** Empanelment of experienced and competent consultants shall be considered for Feasibility study, Detailed Project Preparation and Proof Checking of designs for types of projects mentioned under Category B-1.

3. Technical expertise and experience desired from the consultants are as under.

3.1 Category B-1

Consultants should have necessary expertise and experience in carrying out feasibility studies, detailed project preparation & design of all types of bridge projects/grade separators, experience in conceptualizing schemes and in traffic and transportation studies. In addition the consultant is expected to possess necessary experience in Geotechnical studies and proof checking of design of bridges.

4. Eligibility Requirement

4.1 Category B-1

The Consultant should have done at least three works of design of bridges with overall length greater than 60m with at least one span length greater than 40m in **each of** (i) Feasibility Study (FS) and (ii) preparation of DPR, in last three years. Experience in proof checking of bridges is preferable.

Note: Feasibility Study/Preparation of DPR of bridges as part of Road Projects will also be considered for evaluation.

- 1. The consultant should have average annual turnover over above Indian Rs. **15 lakh** in the last three financial years (for currencies other than Indian Rupees, the applicable conversion rate of Reserve Bank of India on the last date of application document submission shall apply).
- 2. Minimum No. of full time technical personnel who are in the payroll of the firm for at least one year as on the date of submission of application with following qualifications and experience
 - (i) Post graduate in Structural Engineering with at least 10 years of experience or Graduate in Civil Engineering with at least 15 years' experience- 1 person
 - (ii) Graduate in Civil Engineering with at least 5 years of experience- 1 person.

Note: -

- 1. The applicant shall furnish contact particulars of the relevant Officers of the clients for which the above works have been executed, to enable PWD Uttarakhand to verify the claim of the applicant. The applicant should also furnish Successful completion certificate mentioning start and end date of the work duly signed by the client organization's project in-charge / any equivalent officer / the authorized signatory, otherwise the project claimed to be executed by the applicant will not be considered for evaluation. 90% completion of the work will be considered as substantial completion subject to submission of certificate/document from client mentioning the present status of the work.
- 2. Documentary proof in the form of a Certificate from the statutory auditor/charted accountant of the applicant's company duly signed and stamped by the statutory auditor/charted accountant needs to be submitted as proof for annual turnover. Base year for determination of escalation shall be last financial year (FY 3) and the following enhancement/escalation factor will be used as under.

Financial Year(last 3 years)	Enhancement /Escalation Factor
FY 3	1.00
FY 2	1.05
FY 1	1.10

Note: - The applicant should indicate annual turnover without accounting for the above factors.

3. The Eligibility Requirement, mentioned above is for the purpose of initial screening of the applications only.

5. The applications will be evaluated on the basis of the following broad criteria

S.No	o Item Max. Marks				
		Cat. B-1	Minimum marks for qualifying		
1	Structure and organization of the Firm	100	50%		
2	Financial status	150	50%		
3	Firm's relevant experience	450	50% Annexure III		
4	Qualification and Experience of Technical Personnel.	200	50% Annexure II		
5	Essential Field / laboratory Equipment	100	50% Appendix A		
	Total	1000	500		
	In addition to this, the firms should also score minimum 50% marks in each of the above mentioned items, otherwise the firm shall not be considered for empanelment.				

- 6. The firm shall furnish its relevant experience strictly as per format given at Annexure III. The firm must supplement the experience claimed by furnishing the copies of certificates from client, clearly indicating the actual service provided by the firm for that project. Experience certificate issued by State/Central government agencies only be considered for evaluation.
- 7. The firm shall furnish the Curriculum Vitae of the Technical personnel as per format given at Annexure II. The CVs must be signed by Technical personnel and counter-signed by authorized representative in ink on each and every page and should not be older than three months from the date of submission of application. Photograph of the Technical personnel shall be affixed on their respective CVs. The contact address with telephone / mobile number, e-mail ID of the Technical personnel should also be furnished. The CV must include the self-attested copies of the educational qualification for graduation and post-graduation in civil engineering. Distance/Correspondance Education for post-graduation shall not be acceptable. The CVs must indicate the actual service provided by the Technical personnel in detail. The retainer Technical personnel if any shall specifically mention the names of other firms also in which he is associated as a retainer. A retainer will get only 60 % credit of that of a full time expert. A technical person associated with more than four firms shall not be treated as retainer and his CV will not be considered for evaluation.
- 8. List of essential field/Laboratory equipment required for Category B-1 is available in Appendix-A. Consultant should submit undertaking at Annexure-VI that "all necessary field/laboratory equipment are available with the firm/the equipment will be made available as per requirement for the project".
- 9. It is suggested that the firm should fill up Annexure –I, vis-à-vis the supporting details vide Annexure II, III, IV, V, VI and VII any other information with due care so as to avoid any ambiguity.

- 10. In case spaces available in the Annexure- I, II, III, IV,V,VI and VII are limited to accommodate all the information, separate sheets may be used for the purpose so that relevant information submitted are sufficient, neat and legible.
- 11. The applications not complying with the above mentioned stipulations and found to be deficient in any respect shall be summarily rejected.
- 12. Consulting firms should note that only authenticated information should be provided in the prescribed format. Information provided by the consulting firms would be verified and if any of the information provided by the consultant is found incorrect / false, then it may lead to rejection of a firm's proposal summarily at any stage even after empanelment. Firms submitting false/incorrect information or suppressing the information shall be debarred from empanelment for two years and shall not be eligible to participate in bidding in any project of PWD Uttarakhand- ANNEXURE VII
- 13. All the applications should be submitted **ONLY in HARD BOUND** (Hard bound implies such binding between two covers through stitching or otherwise whereby it may not be possible to replace any paper without disturbing the document) form with all pages sequentially numbered either at the top or at the bottom right hand corner of each page e.g. by writing page 1 of 10 on page 1, if total pages are 10.All pages of the application document shall be initialed by authorized signatory of the applicant. It should also have an index giving page wise information of above documents and strictly in sequence given in the format at Annexure I. **Incomplete application or those received without hard bound will summarily be rejected**. Intending consultants, should submit their application for empanelment to the HOD/Chief Engineer (HQ), PWD Uttarakhand, Yamuna Colony, Dehradun.
- 14. The Department reserves the right to reject any or all applications without assigning any reason. After evaluation, a panel of consultants under the categories mentioned above will be formed depending on the capacity and experience of the consultants and the same will be communicated to all Chief Engineers of State PWD/Other Associated Departments dealing with State Roads & Bridges and other Centrally sponsored schemes to draw upon, as and when necessary, for purpose of obtaining offers for particular projects.
- 15. As an output of this process, the consultants shall be empanelled for carrying out feasibility study, design and DPR of bridge projects of category B-1. Consultants in procession of sufficient experience in proof checking of design of bridges shall only be considered for additional empanelment in proof checking along with the empanelment in feasibility study, design and DPR.
- 16. The applicant shall not be considered for empanelment if the applicant is debarred /blacklisted at the time of submission of the application in the Department. The applicant shall submit litigation history/undertaking on non-judicial stamp paper duly notarized to the effect that the applicant has not been debarred or blacklisted by NHAI/PWD Uttarakhand or any other government agency at Annexure -V.
- 17. If the applicant after empanelment changes its name, they may seek for incorporation of the change of name in the empanelled list with full documentary proof.

Appendix-A

	LIST OF ESSENTIAL FIELD/LABORATORY EQUIPMENT REQUIRED						
	(Owned/Hired as per requirement)						
(a)	In-house Computer Software facility (applicable for all categories).						
	Category B-1: STAAD Pro, SAP, MIDAS, RM or equivalent software for Bridge Designs						
(b)	Survey Equipment						
	i) Total Station or Auto Level						
	ii) GPS (accurate to within 10 cm)						
	iii) Other Survey Equipment						
(c)	Soil/Material Testing Equipment						
	Expertise/facilities/infrastructure for carrying out :						
	(i) Auger/shell/percussion/wash/rotary boring						
	(ii) Drilling through rocks for a depth up to3 meters for establishing the continuity of rock						
	strata						
	(iii) Field/Lab. C.B.R. Test assembly						
	(iv) Static cone penetration, dynamic cone penetration						
	(v) Vane shear test, standard penetration test						
	(vi) Classification test and density test of soil sample						
	(vii) Tri-axial (UU, CU) test, box shear test						
	(viii) Consolidation test						
	(ix) Standard and modified proctor test as per IS: 2720						
	(x) Permeability Test						
	(xi) Geo-textile testing facilities						
	(xii) Any other equipment required for bridges.						

Enclosures: Annexure I, II, III, IV,V,VI &VII.

Annexure I

	APPLICATION PROFORMA FOR EMPANELMENT OF CONSULT	TANTS	
	General Information		T ,
			Ref. page No. of documentary proof in the
	(i) Name and address of the consultant/consulting firm		
	(ii) Whether Pvt. Ltd. Company/Public Co./Others		
	(iii) Name of the authorized contact person /representative duly certified by		
	the head of the consulting firm. (applicant should submit certificate from		
	head of the consulting firm as proof)		
	(iv) Profile of the firm (Please elaborate field of activities)		
	(v) In case of Foreign firm, address of representative office in India with		
	documentary proof from the head office abroad)		
	(vi) In case of foreign firm, certificate for accepting payment in Indian		
	currency for domestic funded projects.		
1	STRUCTURE & ORGANISATION OF FIRM		
	Date, month and year of incorporation of Firm	X 7	
A	Standing of the firm (As on the date of submission of application)	Years	
	NOTE: (i) (The consultant shall submit, a copy of original document defining		
	constitution or legal status, place of registration, principal place of business and power of attorney. In case of a proprietary firm and partnership firm, the		
	document related to registration of the firm with concerned government		
	department shall be submitted. In case of a company, Memorandum of		
	Association and Article of Association, Name of directors and shareholders shall		
	also be furnished.) (ii) firms which have been incorporated/registered within last		
	3 years shall not be considered.		
В	No. of full time technical personnel who are in the payroll of the firm for at least one year as on the date of submission of application with following qualifications and experience:		
	(i) Master's degree (structure) with minimum 10 years of experience	Persons	
	(ii) Master's degree (Traffic &Transportation) with minimum 10 years of experience	Persons	
	(iii) Master's degree (Geotechnical Engineering/Geology) with minimum 10 years of experience	Persons	
	(iv) Master's degree in any engineering discipline with minimum 10 years of experience	Persons	
	(v) Master's degree in any engineering discipline with minimum 5 years of experience	Persons	
	(vi) Degree(Civil) with minimum 20 years of experience	Persons	
	(vii) Degree(Civil) with minimum 15 years of experience	Persons	
	(viii) Degree(Civil) with minimum 10 years of experience	Persons	
	(ix) Degree (Civil) with minimum 5 years of experience	Persons	
	(x) Diploma in Civil Engineering with minimum 8 years' experience	Persons	
	NOTE: The detailed information regarding technical personnel mentioned above must be furnished as per Annexure-IV.		
			<u> </u>

2	FINANCIAL STATUS:		
	Annual Turnover of last three years (Rs. in lakhs)		
	Financial Year 3(Rs. in lakhs)		
	Financial Year 2(Rs. In lakhs)		
	Financial Year 1(Rs. In lakhs)		
	Note: Enclose audited accounts for the last three years in support.		
	The applicant should indicate annual turnover without accounting for		
	enhancement/escalation factors.		
3	FIRM'S RELEVANT EXPERIENCE:		
	Note: Please mention number of projects completed by the firm in last 3		
	years against each of sub-item with documentary proof from client. For		
	each project one sheet of Annexure-III should be filled up properly giving as		
	much as details as possible.		
	Note: The applicant shall furnish contact particulars of the relevant Officers of		
	the clients for which the works have been executed, to enable Department to		
	verify the claim of the applicant. The applicant should also furnish successful		
	completion certificate mentioning start and end date of the work duly signed by		
	the client organization's project in-charge / any equivalent officer / the		
	authorized signatory, otherwise the project claimed to be executed by the		
Catagor	applicant will not be considered for evaluation.		
Categor			
	(i) Experience in feasibility study of (a) bridges with overall length greater than 60m with at least one span length	Projects	
	greater than 40m	1 10jects	
	(b) bridges with overall length greater than 60m with any span length (other than	Projects	
	bridges mentioned under sub item (a) above).	110jects	
	(ii) Experience in preparation of DPR of		
	(a) bridges with overall length greater than 60m and with at least one span	Projects	
	greater than 40m		
	(b) bridges with overall length greater than 60m with any span length (other than	Projects	
	bridges mentioned under sub item (a) above).	· ·	
	(iii) Experience in Proof checking of		
	(a) bridges with overall length greater than 60m and with at least one span	Projects	
	greater than 40m		
	(b) bridges with overall length greater than 60m with any span length (other than	Projects	
	bridges mentioned under sub item (a) above).		
	Note: In Annexure-III, narrative description of project must include total		
	length of bridge, individual span length, no. of lane (2 lane, 4 lane etc.),		
	whether widening or new alignment, rehabilitation of existing bridge etc. Under the head service provided by the firm, the firm must clearly mention		
	whether the firm has done only feasibility study, design review/proof		
	checking or complete project preparation.		
4	QUALIFICATIONS AND EXPERIENCE OF TECHNICAL PERSONNEL		
-	~		
	Note: 1. Minimum academic qualification: (i) KP1, KP2, KP3, KP4 : Degree in Civil Engineering		
	(i) KP1, KP2, KP3, KP4. Degree in Civil Eligineering (ii) KP5: Degree in any field.		
	2. The CVs of technical personnel not fulfilling above criteria shall not be evo	aluated	
	3. CV of alternate Key Personnel should not be submitted along with the property.		
4.1	List of technical personnel		
KP1	Pavement Specialist		
KP2	Bridge/Structural Engineer		
KP3	Sr. Survey Engineer		
KP4	Foundation Engineer/Geotechnical Engineer		
KP5	CAD Specialist		

4.2	Essential Technical Personnel required for various categories are as follows:		
	Category B: KP2 – 2 Nos. & KP1, KP3, KP4, KP5 – One No. each.		
4.3	Experience and qualifications required for Technical Personnel.		
KP-1	Pavement Specialist		
A	Academic Qualifications		
	Degree in Civil Engineering		
	Master's degree in Highway/Geo-technical/Foundation Engineering		
	Master's degree in other Civil Engineering Disciplines		
В	Profession Related Experience		
B1	No. of years of Professional Experience in Highway Engineering	Years	
B2	Experience in pavement design or construction supervision of widening to 4 or	_Projects	
D2	more lane/expressways or 4 or more lane new alignment of length. 20 Kms.	D : .	
В3	Experience in proof checking for widening to 4 or more lane/expressways or 4 or	_Projects	
	more lane new alignment of length. 20 Kms. As well as in widening to 2 lane or 2 lane new alignment of length > 20 kms.		
B4	Experience in pavement design or construction supervision of widening to 2	_Projects	
D-1	lanes or 2 lane new alignment of length > 20 kms.	_1 10]ccts	
B5	Experience in sub-soil investigation (sampling, testing, analysis) &quality	_Projects	
	control for road & bridge projects.	3	
B6	Experience as Independent Engineer/ Authority Engineer for BOT Projects	_Projects	
KP-2	Bridge Engineer/Structural Engineer		
A	Academic Qualification		
	Degree in Civil Engineering		
	Master's degree in Structural/Bridge Engineering		
В.	Profession Related Experience		
B1	No. of years of Professional Experience in Highway & Bridge Engineering	Years	
B2	Experience in design of major bridges	rears	
B3	Experience in design of minor bridges Experience in design of minor bridges	_Projects	
B4	Experience in construction supervision of bridges with individual span length	_Projects	
	>25m		
B5	Experience in construction supervision of bridges with individual span length	_Projects	
D.C	<25m	Duningto	
B6 B7	Experience in Proof Checking for major bridges (≥60 m)	_Projects	
B8	Experience in Proof checking for minor bridges (<60 m) Experience as Independent Engineer/ Authority Engineer for BOT Projects	_Projects _Projects	
В9	Experience in Tunnel projects Experience in Tunnel projects	_Projects	
KP-3	Senior Survey Engineer	_110jccts	
A	Academic Qualifications		
1.	Degree in Civil Engineering		
	Master's degree in Civil Engg./Advanced Surveying		
В	Profession Related Experience		
B1	No. of years of Professional Experience in Highway Engineering	Years	
B2	Experience of conducting survey for road projects for widening to 4 or more	Projects	
_	lane/expressways or a 4 or more lane new alignment of length > 20 kms. Or		
	major bridge (≥ 60m) projects		
В3	Experience of conducting survey for road projects for 2 lane widening or a new	_Projects	
	alignment of length > 20 kms. Or minor bridge (<60m)projects		
KP-4	Foundation Engineer/Geo-technical Engineer		
A	Academic Qualification		
	Degree in Civil Engineering		
	Master's degree in Foundation/ Soil Engineering/ Geo-technical Engineering		

В.	Profession Related Experience		
B1	No. of years of Professional Experience in Highway Engineering.	Years	
B2	Experience in geo-technical investigation of high embankments/design of deep foundation for major bridges	_Projects	
В3	Experience in geo-technical survey/sub-soil investigation (sampling, field testing, lab testing etc.) for deep foundation for any Civil Engg. Projects.	_Projects	
B4	Experience in geo-technical survey/sub-soil investigation (sampling, field testing, lab testing etc.) for shallow foundation for any Civil Engg. Projects	_Projects	
В5	Experience in construction/construction supervision of deep foundation for major bridges	_Projects	
В6	Experience in construction/construction supervision of foundations for bridges with innovative design.	_Projects	
KP-5	CAD Specialist		
A	Academic Qualification		
	Any relevant qualification in Science		
	Degree in Civil Engineering		
	MCA/Degree in Civil Engg. With post-graduation in Computer Aided Design/Degree in Computer Engg.		
В	Profession related experience	Years	
B1	No. of years of Professional Experience in Engineering	_Projects	
B2	Experience in Highway/Transport related software development, its design & drafting.	_Projects	
В3	Experience in Highway projects (2or more lane) of length more than 20 kms or bridge projects having individual span length > 25m	_Projects	

ANNEXURE-II

BIODATA FORMAT TO BE SUBMITTED WITH PROPOSAL

Affix recent
photograph

- 1. Proposed position :
- 2. Name :
- 3. Contact address with
 - Tel. No. & e-mail ID :
- 4. Date of birth : 5. Nationality :
- 6. Educational qualification:
- 7. Other training
- 8. Language & degree or proficiency:
- 9. Membership of professional societies:
- 10. Countries of work experience:
- 11. Name of the firm where working:

(indicate whether full time/ part time employee or retainer)

- 12. Years with the firm :
- 13. Employment record : from to

Name of the employer : Position held :

Description of duties:

- 14. Overall Professional Experience in Highway /Traffic & Transportation/ Bridge Engineering or in related field(in years) :
- 15. Related Work Experience (in years):
- 16. Details of the Related Work Experience

Item	Sl. No.	Brief Description	Name of the Client	Cost of Consultancy	Period of completion		Description of the actual
		of the Project/ Study		Work (Rs. in lakhs	Date of Start	Date of completion	services provided by the key person
Projects/ studies completed	1 2 -						
Projects/ studies in hand	1 2 						

NOTE: The CVs must be signed by Technical personnel and counter-signed by authorized representative in ink on each and every page and should not be older than three months from the date of submission of application. Photograph of the Technical personnel shall be affixed on their respective CVs. The contact address with telephone / mobile number, e-mail ID of the Technical personnel should also be furnished. The CV must include the self-attested copies of the educational qualification for graduation and post-graduation in civil engineering. Distance/Correspondence Education for post-graduation shall not be acceptable. Unsigned CVs or CVs with incomplete information shall not be evaluated.

RELEVANT SERVICES CARRIED OUT BY THE FIRM** WHICH ILLUSTRATES THEIR BEST QUALIFICATIONS DURING LAST 3 YEARS

Project Name		Country	Project location within country:		
Date of Agreement:		Professional stat	ff provided:		
Name and address of clien	nt:	(a) No. of staff (b) No. of man-months			
Start date	Completion date	Approx. value	of consultancy services:(cost as		
(month/year)	(month/year)	per Agreement			
			y, conversion factor as on date of		
Whathan project was done	a alama an ag a . IV an in		proof shall be submitted]		
Whether project was done					
No. of man-months of pro Name of Senior staff invol			iii (S)		
(Functions performed by			ntely)		
Narrative Description of I	Project:				
Total length of the Project	t Highway (in Km):	Carriageway Width (in m)			
Length of Bridge (in m) (i	f applicable):	Span configuration of bridge (in m):			
Detail description of Actu from the following)	al Services Provided by	the firm under d	ifferent categories: (Please select		
(i) For category B-1					
Feasibility study:		Detailed Projec	t preparation:		
 Bridge Inventory Surveys: Traffic surve soil survey, hydrologica Condition assessment flyover and grade separ Preliminary design of grade separators. Preparation of rough contents 	al survey etc. of existing bridges, rator bridges, flyovers and	Geo-technigh embaDetailed and new)	nental impact studies nical investigation for bridge and ankment structural design of bridges (old on of project report and drawing		

• Economic evaluation

Add any other relevant item, if any

• Feasibility report.

construction specification etc.

Add any other relevant item, if any

Design review / proof checking of bridges

^{**} For each project done by the firm, separate sheet of Annexure – III shall be filled up and accompanied by documentary proof from client.

$\frac{\textbf{DETAILED INFORMATION IN RESPECT OF TECHNICAL PERSONNEL AVAILABLE}}{\textbf{WITH THE FIRM}}$

S.No.	Name	Academic	Name of	Year of	No. of years of	Signature of
		Qualification	Academic	passing	experience in the	respective
		Degree(Civil)	Institute		field of Highway /	technical
		/ Masters*			Bridge Engineering	personnel

Signature of the authorized signatory of the firm

• In case of Masters, please mention the discipline like Masters (Structure), Masters (Traffic & Transport) etc.

Annexure – V

UNDERTAKING REGARDING NON-DEBARREMNENT/BLACKLISTING/DETAILS OF LITIGATION HISTORY

Annexure – VI UNDERTAKING REGARDING AVAILABILITY OF EQUIPMENTS MENTIONED IN APPENDIX-A

ANNEXURE -VII DECLARATION/UNDERTAKING BY APPLICANT

I/We hereby solemnly undertake/declare that the particulars stated in this application for empanelment in Uttarakhand PWD for "Category B-1" are true and correct to the best of my/our knowledge and belief. Any information, if found to be incorrect, wrong or misleading, will render me/us liable to rejection of my/our application and cancellation of empanelment at any stage even after empanelment and suitable action as per Public Works Department Uttarakhand will be taken against me/us.

Date:	signature of authorized signatory
	with stamp