

**Notice Inviting Eoi for 'Empanelment of Conservation Professionals for Infrastructure development works'**

**1. Introduction:**

The Archaeological Survey of India (ASI), under the Ministry of Culture, is the premier organization for the archaeological research and protection/conservation of the cultural heritage of the national importance. Conservation and Maintenance of ancient monuments and archaeological sites and remains of national importance is the prime concern of the ASI. Besides, it regulates all archaeological activities in the country such as excavation, exploration, conservation, preservation etc. as per the provisions of the Ancient Monuments and Archaeological Sites and Remains Act, 1958, (Amendment and Validation-2010).

In pursuance of indicated motives, the Archaeological Survey of India, invites 'Expression of Interest' (EOI) for **'Empanelment of Conservation Professionals (Conservation Architects, Archaeologists, Engineers & Art Conservators) from said Conservation professionals/ Architectural Conservation Firms/ Organizations** as Consultants to be engaged for **'Preparation of Infrastructure development Plans'** for various Protected monuments/ historic sites / archaeological sites / buildings of national importance and so on, of ASI in the country.

**2. Scope of work (broad requirement – may vary for different sites or buildings)**

**Category I: For infrastructure development works for various facilities at ASI Protected sites except W.H. Sites and for design and construction of Interpretation centers as well as museums/sculpture sheds etc. at ASI protected sites for project value upto Rs. 5.00 Crores.**

**2.1. Preparation of Architectural design and drawings for such works (based on location, design parameters and any other guidelines defined for development works at the site in Conservation and / or Management plan) or as per requirements of ASI for particular site.**

- Preparation of Concept Development Plan.
- Preparation of detailed Site plan, if not available.
- Preparation of architectural drawings of proposed structures.
- Preparation of structural drawings of proposed structures.
- Preparation of electrical drawings.
- Preparation of services, drainage & plumbing drawings.
- Preparation of HVAC drawings.
- Preparation of working drawings.
- Preparation of detailed estimates.

and / or

**Category II: For infrastructure development works, for various facilities at ASI protected sites including W.H. Sites and for design and construction of Interpretation centers as well as development of Museums etc. at ASI protected sites for project value above Rs. 5.00 Crores.**

**2.2 Preparation of architectural design and drawings for such works including development / upgradation or refurbishment of Museums and Interpretation Centers (based on location, design parameters and any other guidelines defined for development works at the site in Conservation and / or Management plans) or as per requirements of ASI for particular site.**

- Preparation of Concept Development Plan.
- Preparation of detailed Site plan, if not available.
- Preparation of architectural drawings of proposed structures.
- Preparation of structural drawings of proposed structures.
- Preparation of electrical drawings.
- Preparation of services, drainage & plumbing drawings.
- Preparation of HVAC drawings.
- Preparation of working drawings.
- Preparation of detailed estimates.

**2.3. Any other Site development related works as per the requirements of different monuments/heritage sites.**

### **3. Submission of EOI:**

EOI may be submitted by Conservation Firms/ Professionals mentioned above. Technical details should be submitted in required format for empanelment as given in Annexure.

The Expression of Interest should be submitted on the applicant's letterhead by Speed Post to the **Director (Conservation), Archaeological Survey of India, 24 Tilak Marg, New Delhi upto 12th of February, 2018**. Proposals received after the stipulated date are liable to be rejected.

Each Eoi will be evaluated in detail by a Technical Committee of ASI for recommendation for empanelment of professionals/ Firm/ Organization.

**3.1** The Eoi shall include the following documents:

- i. Detailed profile of the organization, professionals/ Firm including proof of registration, etc., supporting documents indicating legal nature of the Firm/ Organization/ Individual as per the law of Government of India.
- ii. Qualifications and experiences of professionals (Key personals and team members) in the team and their envisaged role along with COA/other registration and degree certificates etc.
- iii. Details of past experience of projects (special emphasis will be given on development projects at heritage sites), which shall include description of project, name of employer,

cost and period of project supported by completion certificates etc.

- iv. Hard copy of past work with other supporting documents.
- v. Proof of annual turnover and annual audited accounts for last 5 years, GST NO. registration certificate etc.
- vi. The applicant should specify whether He/She is applying for empanelment in Category I or Category II or for both.

#### **4. Eligibility criteria:**

- i. The applicant may be an individual professional/Conservation or architectural firm / company /Partnership firm / Proprietor/ Organization recognized by Indian law. Appropriate legal documents supporting their status must be submitted.
- ii. Key Personnel (Legal Owner/ Partner/ Director) of the Firm/ Organization/ Individual should have Master degree in Conservation architecture/ Building Conservation / Archaeology/Civil Engineering/ Art Conservation, with adequate experience in heritage conservation / archaeology/ design and development of heritage sites.
- iii. The applicant should have at least 5years' active working experience in Infrastructure development field at heritage sites (CV / detailed profile of the applicant should establish active working experience).
- iv. The applicant should have experience of minimum 3Infrastructure Development Projects in heritage area as a lead partner for value upto Rs. 5.00 crores for consideration under category-I and above Rs. 5.00 crores for consideration under category-II. Necessary documents such as work order, prepared report (brief copy) indicating work accomplished(planning/design part) need to be submitted with the application for empanelment.
- v. The applicant should have GST number and PAN number.
- vi. Category I: The applicant should have average turnover of Rs. 15,00,000/- (Fifteen lakhs only) per annum for best of three years out of last five years.
- vii. Category II: The applicant should have average turnover of Rs. 30,00,000/- (Thirty lakhs only) per annum for best of three years out of last five years.

#### **5. Selection Procedure:**

- i. Received applications will be opened and those complete in all respects as per criteria mentioned above will be considered for technical evaluation. Incomplete applications will be summarily rejected.
- ii. A Technical Committee of ASI will evaluate the applications and successful applicants, as per eligibility criteria, will be considered for Empanelment.

ASI reserves all the rights to accept or reject any/all EOI applications without assigning any reason including relaxing criteria for qualified/ experienced applicants. ASI takes no responsibility for the delay, loss or non-receipt of any application sent by post/e-mail, within the prescribed time period.

**ANNEXURE**

**BID DOCUMENT (TECHNICAL BID) for Empanelment**

1.	Name of the Organization/Firm	
2.	Name of the Proprietors/Directors	
3.	Registered address	
4.	Telephone No. Mobile No. Email address	
5.	Documents indicating type of legal status of the Firm/ Organization/ Individual.	
6	Detailed CV of the Legal Owner/ Partner / Director to establish active working experience in conservation field	
7	Educational Qualifications (attach copies of degree certificates) of the Legal Owner/ Partner / Director; and supporting team members.	
8	Annual Turn Over during last five financial years (proof to be given such as audited statements etc.)	
9	Experience in the field i.e. Preparation of Conservation / Management Plans& Infrastructure Development Plans of monuments/sites(proof to be given as mentioned in eligibility criteria).	
10	Year-wise details and value of infrastructure development projects designed over a period of last five years for heritage sites/ monuments.	
11	Details of other heritage Projects undertaken along with Employer details, status of the project and project cost.	
12	GST No.	
13	Permanent Account Number (PAN) of the Firm.	

14	Any other document in support of candidature for empanelment as per the requirements under clauses 2, 3 & 4 of the EOI document.	
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**Signature with date:**

I/we hereby certify that the information furnished above is true and correct to the best of my knowledge. I/we understand that in case any deviation is found in the statement at any later stage, I/we shall be immediately debarred with legal actions as per court of law.

(Signature of the authorized signatory with date and seal)