

**REQUEST FOR EMPANELMENT OF ARCHITECTURE FIRMS/AGENCIES SPECIALIZED IN
SPORTS ARCHITECTURES**

Sports Authority of India,
J.N. Stadium, Lodhi Road Complex NEW
DELHI-110003

- A. Request for Empanelment (RFE) with Sports Authority of India (SAI) is invited from Architecture Firms/ established agencies specialized in Sports Architectures having experience in providing consultancy services in sports Infrastructure
- B. BID SCHEDULE & DATA SHEET

Name of the BID	Request For Empanelment Of Architecture Firms/Agencies Specialized In Sports Architectures
Date of Publication	02/01/2023
Earnest Money Deposit (EMD)	50,000/- (Fifty Thousand only)
Bid submission Start date	16/01/2023
Bid Validity Period	180 days
Mode of Submission	Online (CPP Portal)
Opening of Bid date	27/01/2023

- C. Such Architecture Firms/ established agencies specialized in Sports Architectures are requested to submit non-binding bid/proposal indicating their capability of providing services as per the scope of work.
- D. The non-binding bid/proposal submitted shall be scrutinized on the basis of the Eligibility Criteria, Terms of Short listing and other terms, and conditions as specified in this RFE.
- E. The Empanelment shall be valid for a period of two years from the date of empanelment. The empanelment shall be extendable further for two years based on performance of the agencies.

GENERAL TERMS & CONDITIONS:-

- (i) The expenditure incurred in preparation/submission or presentation against this bid shall be borne by the participating agencies/Firms.
- (ii) Submission of non-binding bid/proposal under this RFE does not guarantee any assignment of project unless notified in writing.
- (iii) SAI reserves the right of rejecting any non-binding bid/ proposal under this RFE without assigning any reasons. The last date of submission of non-binding bid/ proposal under this RFE is 18:00 hrs on 25/01/2023. Any non-binding bid/ proposal received after due date shall not be considered. The empanelment of any Firm/agency under this RFE does not guarantee any business or commitment from SAI.



Lt. Col. Yadvinder Singh,
Director (Infrastructure)
HQ, Sports Authority of India

Dated: 02/01/2023

DETAILS OF PROPOSAL
INTRODUCTION

Sports today is an integral part of the all-round development of the human personality and achieving excellence in sports has great bearing on national prestige and morale. In order to meet the increasing demands of the changing scenario, both national as well as international, Government has taken it upon itself to implement programs to promote excellence in sports. At the fore front of the efforts stand the Sports Authority of India (SAI), an autonomous organization which is a society registered under Societies Registration Act 1860. The Authority is institutionally funded and controlled by Department of Sports, Government of India. Through its sports promotional schemes, SAI supports and nurtures talent in youth, and provides them with requisite infrastructure, equipment, coaching facilities, and competition exposure.

The Sports Authority of India (SAI) was established by the Govt. in 1984 and presently primarily has the man date to achieve excellence at the national and international level.

Aims & Objectives of SAI

- Talent Scouting at micro level & Nurturing talent towards excellence
- Training & International Exposure
- Support Training with Scientific & Sports Equipment and scientific personnel
- Monitor and enhance Performance with a scientific evaluation system
- Training and preparation of National teams
- Sports Infrastructure Development & Maintenance
- Maintenance and up-gradation of 4 stadia complexes and a shooting range in Delhi
- To produce coaches and physical educationists of high caliber in different disciplines of sports to broad base sports.

1.0 Details of existing infrastructure:

SAI has various Regional Centers and two Academic Institutions spread all over India. The States covered by these Centers and Institutions areas under:

S. No.	Regional Centers / Academic Institutions	State / UT
1.	LNCPE, Thiruvananthapuram, Kerala	Tamil Nadu, Kerala
2.	NSNIS, Patiala	Punjab
3.	Regional Centre, Kolkata	Bihar, Jharkhand, Orissa, West Bengal, Tripura, Andaman & Nicobar Islands
4.	Regional Centre, Bangalore	Karnataka, Andhra Pradesh, Telangana
5.	Regional Centre, Lucknow	Uttar Pradesh & Uttarakhand
6.	Regional Centre, Bhopal	Madhya Pradesh and Chhattisgarh
7.	Regional Centre, Gandhinagar	Gujarat, Rajasthan
8	Regional Centre, Kandivali Mumbai	Goa, Maharashtra, Dadar & Nagar Haveli, and Daman & Diu
9	Regional Centre, Sonapat	Haryana
10.	Regional Centre, Chandigarh	Jammu & Kashmir, Punjab, Himachal Pradesh, and Chandigarh
11.	Regional Centre, Imphal, Manipur	Manipur, Nagaland, and Mizoram
12.	Regional Centre, Guwahati	Assam, Arunachal Pradesh, Meghalaya, and Sikkim
13.	Delhi Region	Delhi

SAI also has Training Centers across the country under the above-mentioned Regional Centers and Academic Institutions. There are presently 66 STC's (SAI Training Centers) and 23NCoE (National Centre of Excellence) spread across India.

The sports infrastructure existing at these locations comprise the following:

- (i) Hostels for boys and girls
- (ii) Administrative block/ Office Building
- (iii) Halls for indoor games
- (iv) Infrastructure for Hockey, Football and Athletics with synthetic turf.
- (v) Infrastructure for various combat sports like Wrestling, Boxing, Judo etc.
- (vi) Swimming Pools.
- (vii) Tennis/Volleyball/Basket ball etc. courts
- (viii) Gymnasium and Fitness Centers
- (ix) Other related infrastructure.

2.0 Scope of Work

The scope of work shall include but not limited to Site investigation, preparation of Comprehensive scope and specification in consultation with PMU (Project Management Unit)/Committee appointed for the project. Topographic Survey, Soil Investigation, preparation, and approval of the architectural plan from SAI HO. Preparation of preliminary estimate based on CPWD SOR/PAR and once approved submission of preliminary project report/Detailed Project Report as demanded & design brief report

Detailed scope of work shall be specified by SAI during the invitation of Financial Bid from the empanelled Architecture Firm/ Agencies.

3.0 Eligibility Criteria

- 3.1 The Architecture Firms/Agencies should have minimum of five years' experience in providing consultancy services in sports infrastructure related projects on the date of submission of the offer. **(Copies of award of work may be enclosed to as proof)**
- 3.2 Architecture Firms/Agencies should have experience of consultancy services for at least five works costing for a minimum contract value of INR 5 crore each related to sports infrastructure or project in the last 10 years. **(Certificate along with supporting documents highlighting the cost of the project, duly signed by the client/employer should be submitted)**
- 3.3 The Architecture Firms/Agencies should have an average annual turnover from the consultancy job only of INR1Crore during the last five years from the date of submission of the bid **(Certificate from Chartered Accountant to be submitted)**
- 3.4 The Architecture Firms/Agencies should have min. balance of Rs.50 lakhs in the bank account and should not have been declared as insolvent by the competent authorities. **(Recent Certificate not less than one month old to be closed from the banker).**
- 3.5 The Architecture Firms /Agencies should not have been blacklisted / stand debarred within 24 months on the date of submission of the bid by any Govt./PSU/Autonomous body/any Registered body (Self undertaking to be submitted)

4.0 TERMS OF SHORTLISTING

Architecture Firms/Agencies shortlisted based on eligibility criteria will be evaluated as per parameters given below, only those firms who score 75 marks out of 100 will qualify for empanelment:

S No.	Description	Marks	Supporting Document(s)
1	<p>Relevant Experience in providing consultancy services in sports Infrastructure projects(30 marks):</p> <p>a. 5 to 7 years- 20 Marks</p> <p>b. More than 7 and up to 10 years-25 marks</p> <p>c. Above 10 years-30 marks</p>	30	Certificate of Registration and the oldest work order of similar work experience
2	<p>Relevant experience of executing assignments pertaining to sports infrastructure in the last 10 years</p> <p>a. INR 5 to INR 20 crores – 2.5 marks for each project</p> <p>b. INR 20 crores and above – 5 marks for each project</p> <p>Maximum of 10 projects will be evaluated</p>	30	<p>Work Order & Completion Certificate</p> <p>Scope of work & Contract Value to be highlighted in the document</p>
3	<p>Annual Turnover (Average of Last 5 preceding years)</p> <p>a. INR 1 crore to INR 5 crore – 10 marks.</p> <p>b. Above INR 5 crore – 15 marks.</p>	15	Certificate from Chartered Accountant
4	<p>Technical Presentation</p> <p>Presentation should cover</p> <p>a. Knowledge of international standards/guidelines for sports infrastructure pertaining to National Building Code of India (NBC)</p> <p>b. Approach and methodology for execution of work</p> <p>c. Pictorial presentation on completed major sports infrastructure works – Indian and Global working models</p> <p>d. Quality assurance and quality control measures</p> <p>e. Use of BIM (Building Information Modeling) & other automation software for designing.</p>	25	
	Total		100
	Qualification for Empanelment		75

5.0 Instructions to bidders for Formulation & Submission of RFE

5.1 General Instruction

- a. The Architecture Firms/Agencies can download this RFE from the website: <http://sportsauthorityofindia.nic.in> & CPP Portal website: <http://eprocure.gov.in/eprocure/app>. Subsequently, the bid must be prepared and submitted ONLINE ONLY as per the Bid Schedule as specified in this RFE.

- b. No Architecture Firms/Agencies or its Associate shall submit more than one Proposal, in response to this RFE. Architecture Firms/Agencies applying individually or as an Associate shall not be entitled to submit another Proposal
- c. **Definitions and Abbreviations:** The following definitions and abbreviations, which have been used in these documents shall have the meanings as indicated below:
- i. **‘Purchaser’** means the organisation purchasing services as incorporated in this document i.e., Sports Authority of India (SAI).
 - ii. **‘Bid’** (including the term ‘tender’, ‘offer’, ‘quotation’ or ‘proposal’ in certain contexts) means an offer-to-offer services in accordance with the terms and conditions set out in this RFE.
 - iii. **‘Agency’, ‘Firm’, ‘Company’, ‘Applicant’, ‘Consultant’, and ‘Service Provider’** means any registered entity or person or associations of persons who submit their proposals for providing Services in accordance with this RFE.
 - iv. **‘Services’** means services as mentioned in this document and other such obligations of the supplier covered under the contract.
 - v. **‘Terms of Reference (TOR)’** means the document included in the RFE which explains the scope of work, activities, and tasks to be performed.
 - vi. **‘Notification of Award’ or ‘NOA’** means the letter issued by SAI to the Successful Applicant to undertake and execute the project in conformity to the terms and conditions set forth in the RFE and any subsequent amendments thereof.
 - vii. **‘Contract’** means the written agreement entered between the purchaser and the supplier, together with all the documents mentioned therein and including all attachments, annexures etc., therein.
 - viii. **‘LoA’** means the Letter of Acceptance issued by Sports Authority of India for the purpose as mentioned in this document.
 - ix. **‘Party’** means the Client or the Applicant and **‘Parties’** means both of them.
 - x. **‘RFE’** means this Request for Empanelment issued by Sports Authority of India for the purpose as mentioned in this document.
 - xi. **‘Performance Security/Security Deposit’** means monetary or financial guarantee to be furnished by the successful Applicant for due performance of the contract placed on it. Performance Security is also known as interest free Security Deposit.
- d. The Architecture Firms/Agencies participating for the first time for e-Tenders on e-Tendering portal will have to complete Online Registration Process on the e-Tendering portal as mentioned in Annexure I. This section also mentions the guidelines for submission of bids.

5.2 Language of Bid

The Bid submitted by the Architecture Firms/Agencies (herein after as Applicant) and all subsequent correspondence(s) and documents relating to the Bid exchanged between the Applicant and SAI, shall be written in the English language. However, the language of any printed literature furnished by the Applicant in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the Bid, notarized English translation shall prevail.

5.3 Documents to be submitted

All the documents are to be mandatorily uploaded online as per the instruction for online bid submission detailed in this RFE document.

5.4 BID validity

- 5.4.1 The Bid shall remain valid for acceptance for a period of 180 days (One hundred eighty days) after the date of Bid opening prescribed in the Bidding Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected. On completion of the validity period, unless the Applicant withdraws the Bid in writing, it will be deemed to be valid until such time that the Applicant formally (in writing) withdraws the same.
- 5.4.2 In exceptional cases, the Applicants may be requested to extend the validity of their Bids up to a specified period by SAI. The Applicants, who agree to extend the Bid validity, are to extend the same without any change or modification of their original Bid.
- 5.4.3 In case the day up to which the Bids are to remain valid falls on or subsequently declared a holiday or closed day for SAI, the Bid validity shall automatically be extended up to the next working day.

5.5 Earnest Money Deposit

- 5.5.1 The bidder shall furnish Bid Security for an amount as shown in the Clause 'B' of the RFE. The Bid Security is required to protect the Purchaser against the risk of the bidder's unwarranted conduct. Non-submission of Bid Security will be considered as major deviation and bid will not be considered.
- 5.5.2 In case, as per notification of Government of India, the bidder falls in the category of exemption of Bid Security, it should furnish the relevant notification along with required documents like valid Registration Certificate etc.
- 5.5.3 The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as along with the bid. Under MSE category, only manufacturers for goods and Service Provider for Services are eligible for exemption from EMD. Traders/resellers/distributors/authorized agents will not be considered for availing benefits under PP Policy 2012 for MSEs
- 5.5.4 The Bid Security shall be furnished in one of the following forms:
- Account Payee Demand Draft
 - Fixed Deposit Receipt
 - Banker's cheque / Pay Order
 - Bank Guarantee from any of the commercial banks (as per the format)
 - NEFT transfer to "Secretary SAI, Union Bank of India Account No: 108510011000101, IFSC No. UBIN0810851.
 - (Bidder has to upload challan/proof along with Bid in CPPP Portal)
 - Valid Insurance Surety Bonds

The Demand Draft, Fixed Deposit Receipt, Banker's Cheque, Insurance Surety Bonds or Bank Guarantee shall be drawn on any Commercial Bank in India, in favor of the "Secretary, Sports Authority of India", payable at New Delhi. In case of Bank Guarantee, the same is to be obtained from any commercial bank in India as per the format specified.

- 5.5.5 The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the bid. The Bid Security shall be valid for 225 days from the date of opening of the Bid.
- 5.5.6 Earnest Money is required to protect the purchaser against the risk of the bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading, or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 5.5.7 Bid Security of a bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the bid or is breach of any condition of the tender documents in any respect within the period of validity of its bid without prejudice to other rights of the Purchaser. Further, if successful bidder fails to furnish the required Performance Security and sign the contract / agreement within the period as specified by SAI in the Letter of Intent/ Notification of Award (NoA), its Bid Security/EMD will be forfeited.

5.6 Applicants queries and responses thereto

5.6.1 All enquiries from the Applicants relating to this RFE must be submitted exclusively to the contact person on the email id infra-sai@gov.in. The queries should necessarily be submitted on or before scheduled date and time mentioned in the following format:

To, Sports Authority of India			
APPLICANT'S REQUEST FOR CLARIFICATION			
Name of Organization submitting request		Name & position of person submitting request	Full formal address of the organization including phone and email points of contact.
			Tel:
			Email:
Sl. No.	Bidding Document Reference(s) (Clause number/page)	Content of RFE requiring clarification	Points of Clarification required.
1			
2			

5.6.2 Applicant requiring any clarification or elucidation on any issue of the Bidding Documents may take up the same with SAI in writing. SAI will respond in writing to such request(s) in pre-bid conference as per the bid schedule. All enquiries should be sent to SAI through email only. SAI shall not be responsible for ensuring that Applicant's enquiries have been received by them. SAI will Endeavour to provide a complete, accurate, and timely response to all questions to all Applicants. However, SAI makes no representation or warranty as to the completeness or accuracy of any response, nor does SAI undertake to answer all the queries that have been posed by the Applicants. All responses given by SAI will be distributed/mailed to all the Applicants or posted on the online portal/website. Applicant should regularly visit the portal for any updates/corrigendum.

5.6.3 SAI will host a Pre-Bid Conference (virtual), scheduled as per the details in the Bid Schedule. The Applicant or its authorized representatives may attend the pre-bid conference at their own cost. The purpose of the conference is to provide the Applicants with information regarding the RFE and discuss the Applicant's queries, together with proposed solutions. SAI shall provide each Applicant with an opportunity to seek clarifications regarding any aspect of the RFE during the pre-bid conference. The link shall be provided to the Applicants one hour prior to the scheduled meet.

5.6.4 Within reasonable period from the Pre-Bid Conference, SAI will issue responses to the entire applicants' written queries, together with any other revised documents (if required).

5.6.5 Amendments to Bidding Documents:

- i. At any point of time, prior to the deadline for submission of Bids, SAI may, for any reason deemed fit by it, modify, or amend the Bidding Document(s) by issuing suitable amendment(s) to it. Prospective Applicants are advised to check the same before submission of bids.
- ii. Such an amendment will be uploaded on SAI website: sportsauthorityofindia.nic.in, and CPP portal of Government of India www.eprocure.gov.in. Applicants are, therefore, advised to refer to SAI website and CPP portal before submitting bids.

5.7 Submission of bids

5.7.1 Bids to be submitted online as per instructions of the RFE.

5.7.2 SAI will open (on-line) the Bids at the specified date and time and at the specified place as indicated in the Bid Schedule.

5.7.3 In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for SAI, the Bids will be opened at the appointed time on the next working day which will be the day when office opens for normal functioning.

- 5.7.4 Authorized representatives of the Applicants, who have submitted Bids on time may attend the bid opening provided they have their Letters of Authority from the corresponding Applicants acknowledgement letter of bid submission at CPPP website: <http://eprocure.gov.in/eprocure/app>.
- 5.7.5 The Technical Bid is to be opened at the prescribed time and date as indicated in RFE Bid schedule. During the Technical Bid opening, the Bid opening official(s) will read the Salient Features of the Bids like brief description of the services offered and any other special features of the Bids, as deemed fit by the Bid opening official(s).
- 5.7.6 Financial bids of the Technically Qualified Applicants shall be opened online at the date, time and venue as intimated later CPPP e-procurement website <https://eprocure.gov.in/eprocure/app>.
- 5.7.7 Late Bids: Bids received after the specified date and time of receipt of the Bid as mentioned in the Bid schedule mentioned in Clause B of the RFE shall not be considered.
- 5.7.8 The Applicants are required to upload the documents as per Documents to be submitted in Clause No. 3 and as mentioned in this RFE document.
- 5.7.9 Applicants shall submit 'Online Bid' only in PDF/Scanned Copy. Hard Copy of Bid documents will not be accepted.
- 5.7.10 The Bids submitted must be without any overwriting, interlineations, interpolation, corrections, double typing, etc.
- 5.7.11 Applicants must ensure that the Technical Bid soft copies do not contain any Commercial items /prices.
- 5.7.12 All terms and conditions in the bid document shall stand frozen on the date of opening of the bid.
- 5.7.13 The proof of work orders for claim of relevant experience should be dated on or after the date of registration of the firm/company/LLP etc.
- 5.7.14 The documents related to the RFE (as mentioned under eligibility criteria) are to be put in a sealed envelope super scribed **“REQUEST FOREMPANELMENT OF ARCHITECTUAL FIRMS/ AGENCY SPECIALISED IN SPORTS ARCHITECTURE”** and submitted before last date at the address mentioned under clause/para at 5.7.17 below.
- 5.7.15 Proposals received after the date and time mentioned at Para 5.7.17 below will not be considered.
- 5.7.16 Please note that all the pages of the RFE document should be signed with date and seal of the organization should be put near the signature of the authorized signatory on all pages. RFE will remain valid for acceptance for a period 60 days.

5.7.17 The last date of submission is 18:00 hrs on 25/01/2023.

The RFE should be submitted at the following address:

Secretary SAI,
Jawaharlal Nehru Stadium Complex, Gate
No.10, Lodhi Road,
New Delhi -110003.

- 5.7.18 Architecture Firms/ Agencies shall bear all cost associated with the preparation and submission of their proposals. SAI is not bound to accept any proposal and reserves the right to annul the selection process at any time, without thereby incurring any liability in any form, to the agencies. If need arises, SAI can call for any additional information not specified above.
- 5.8** For award of work, the financial bids will be invited through limited tenders from the empanelled agencies in due course of time.

5.9 Governing laws/Jurisdiction

All matters relating to this activity shall be governed by the laws of Union of India. Courts at New Delhi shall have the jurisdiction to decide or adjudicate on any matter, which may arise.

- a. In the event of any disputes or differences arising out of or in any way relating to or concerning these presents or the construction or effect of these presents the parties shall first attempt to resolve any dispute in connection with the agreement/understanding by negotiation. Such negotiation shall be between senior authorities of the parties, as designated by the parties at the relevant time.
- b. If the parties are unable to resolve the dispute within thirty days through negotiation, then such dispute shall be resolved through Arbitration.
- c. In the event of breach of any of the terms of this understanding by any of the party thereto or in the event of any differences/disputes arising between the parties, the same shall be referred to the Sole Arbitrator, a person (Third Party) appointed jointly by the "First and Second Party" as per the provisions of the Arbitration & Conciliation Act, 1996 along with its amendments. The place of arbitration shall be at Delhi. The award of the Arbitrator as per the terms of the reference shall be in writing, final and binding on the parties to these presents. The decision of the arbitrator shall be final and the jurisdiction for this purpose shall be the State of Delhi. The language of the arbitration proceedings shall be English language.

5.10 Important Timelines

Last date of receipt of RFE 18:00 hrs on 25/01/2023

CRITICAL DATE SHEET

RFE Publishing Date	02/01/2023
Pre-Bid Meeting	09/01/2023
Bid Submission start Date	16/01/2023
Bid Submission End Date	25/01/2023
Bid Opening Date	27/01/2023



Lt. Col. Yadvinder Singh,
Director (Infrastructure)
HQ, Sports Authority of India