



Engineering Dept. Central Office, "Yogakshema", Jivan Bima Marg,  
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**Sub : Selection of agencies for Providing Consultancy Services for Establishing Eco-Efficient Infrastructure.**

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LIC of India intends to select agencies for Providing Consultancy Services for Establishing Eco-Efficient Infrastructure on the basis of competitive tender. **Pre Qualification Bids** are invited from interested agencies that are experienced in providing consultancy services in similar nature of jobs. As a pilot project LIC will take up the consultancy **for three establishments** and if the services are found satisfactory it will be extended for other establishments. The pilot projects identified are:

- 1) "Yogakshema" Building, Jeevan Bima Marg, Mumbai – 400021.
- 2) Management Development Centre, Borivali (West), Mumbai – 400103.
- 3) "Jeevan Seva" Complex, S.V.Road, Santacruz (West), Mumbai – 400054.

**PER-QUALIFICATION BID:**

**Ist stage is Pre-qualification of agencies for which interested Agencies/Organisation should submit the "Pre-qualification Bid". The Pre-qualification bid should contain all the relevant information of the firm like Address, Setup of the Organisation, Location, work Experience in the field etc. and the Bid should be submitted as on the prescribed date. The pre-qualification bid shall be verified and those firms who are eligible as per the pre-qualification criteria will be selected for submission of Technical/Price Bids of the tender. The last date for submission of the Pre Qualification Bid is 06.01.2012 at 15.00 hrs.**

**The selected agencies are required to carry out Preliminary assessment and Preparation & submission of Preliminary Technical Report. The eligible (selected) agencies are required to visit our establishment identified for Pilot project, conduct a preliminary study for the scope of implementation towards establishing Eco efficient infrastructure for the three premises through various process mentioned below and prepare a preliminary assessment Technical report for each establishment.**

- Energy:- Scope of savings through Energy Audit.
- Water:- 1) Assessment of rain water harvesting potential for each premises. 2) Assessment of wastage of water and saving potential.
- Air:- Assessment of ventilation and ventilation efficiency
- Anticipated capital investment.

**No fee or expenses shall be paid for the visits or submission of preliminary report for the Technical Bid.** The date for submission of Technical Bid shall be informed to the selected agencies later.

The **pre Qualified agencies** should submit the **"TECHNICAL BID"** after conducting preliminary study of the sites and the **Saving & Benefits out of the Proposal**

**(expected savings)** and other benefits from the three premises as per the preliminary study should be submitted as below in **“TECHNICAL BID”** .

- i) Approximate Energy Saving through energy efficient enhancement –
  - 1) Yogakshema – Rs..... to Rs..... Lac p.a. with a payback of .....to ..... months.
  - 2) Jeevan Seva Complex – Rs..... to Rs..... Lac p.a. with a payback of .....to ..... months.
  - 3) Management Development Center – Rs..... to Rs..... Lac p.a. with a payback of .....to ..... months.
- ii) Water saving scope –
- iii) Waste Management Scope –
- iv) **Capital Investment, Savings & Payback: The approximate** capital investment required as per the proposal and Saving expected p.a. and payback period.

The technical bids shall be evaluated and discussed with the agencies as required. The agencies whose technical reports are in line with above requirements will be asked to submit their “Commercial Bid”for the consultancy services (as detailed in the “Scope of Consultancy Services”) to be provided by the agency to Life Insurance Corporation of India . **The fee shall be preferably as per the following structure:**

1. Fee payable for submission of Detailed Report and Viable Implementation Proposal with details of Capital Investment Involved, Saving expected per annum and Pay back etc. This Payment shall be made after submitting the detailed consultancy proposal & recommendation.
2. Fee payable for providing further services subsequently for implementation of the project by LIC under the guidance of selected consultant as per the consultancy proposal. **It should only be in terms of % of the savings earned** by the Corporation through the audit and implementation for the saving for 36 months after the implementation. This shall be paid annually based on the annual savings achieved.

Please note that the only the “Pre-qualification Bid” should be submitted now and it should be submitted to **“The Executive Director (Engg), LIC of India, Central Office, 5<sup>th</sup> Floor Yogakshema, Jivan Bima Marg, Mumbai - 400021”**. The Pre-qualification Bid shall be super scribed **“Pre Qualification Bid for Providing Consultancy Services for Establishing Eco-Efficient Infrastructure for LIC”** The last date for submission of the Pre Qualification Bid is is **06.01.2012 at 15.00 hrs.** The Pre-qualification Bid of all the tenderers will be opened on the same day at **15.30 hrs.**

1. **The Executive Director (Engg), LIC of India, Central Office Mumbai reserves the right to (1) Pre-qualify any tenderer based on credentials and (2) among the Pre-qualified tenderers to accept any tender, not necessarily be the lowest or to reject any or all tenders without assigning any reasons there of.**
2. The tender Bids submitted shall be valid for three months from the date of submission prescribed.

### SCOPE OF CONSULTANCY WORK

Conduct detailed study towards establishing Eco efficient infrastructure for the following three premises in Mumbai involving the following processes::

1. “Yogakshema” Building, Jeevan Bima Marg, Nariman Point, Mumbai – 400021.
  2. Jeevan Seva Complex, SV Road, Santacruz (W), Mumbai – 400054
  3. Management Development Centre, Jivan Bima Nagar, Borivili (W), Mumbai 400103.
- Energy:- Energy Audit & measurements for electrical equipments and its efficiency, lighting illumination as per BEE standards, AC, Chiller, AHU and other equipments. Auditing of all measurements and control systems and detailed analysis with electricity bills to map out incentives
  - Water:- Assessment of rain water harvesting potential for each premises. Water metering, data collection, transfer and disposal, along with mapping the inadequacies. Suggestion for replacement of existing water pipes, introduction of oil traps for waste water discharge, introduction of sewage treatment plant, rain water harvesting and water sprinkler system for MDC and Jeevan Seva Complex. Suggestion on Implementation of integrated waster management model for the three premises and e-waste management through disposal to certified vendors and waste management of hazardous materials like oil, electrical waste etc.
  - Air:- To conduct audit over 1-2 days at each premises to collect air quality samples, measures CO<sub>2</sub> (Carbon-dioxide) and CO (Carbon monoxide) levels in PPM deploying specialized equipments. Detail analysis of the results to calculate the ventilation efficiency and variation between the required and supplied CFM. Suggestion for Introducing indoor air quality improving system like Ozoniser, introduction of indoor air plants for air quality enhancement.
  - Submission of Reports based on the above audit with recommendations for installation of new equipments, change of equipments etc
  - Providing systematic services in implementation of Procurement of equipments & technologies as per the suggestion of consultant and the consultant will handle RFP, Vendor Selection etc. for the procurement and implementation.
  - Monitoring the savings after implementation of the proposals..

**LIFE INSURANCE CORPORATION OF INDIA, ENGINEERING DEPARTMENT  
CENTRAL OFFICE, MUMBAI**

**FORMAT FOR PREQUALIFICATION**

I / We \_\_\_\_\_ am / are desirous of participating in the tender for Providing Consultancy Services for Establishing Eco-Efficient Infrastructure and hereby apply for the pre qualification. I / We give the following details for your consideration.

Sl. No.	Pre-qualification Criteria	Compliance
1	Name of the firm	
2	Address of Reg. office and Head Office	
3	Telephone Number Office Fax No. Email	
4	PAN No, TIN No. VAT Reg. No.	
5	Month and year in which the firm was established in present name whether the Company was existing for a minimum period of 5 years	
6	What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt.Ltd., Public Ltd., etc.	
7	Has the firm been black listed in the past by any Central or State Govt.Deptt./Organisation	
8	Should have experience in similar consultancy work for Public/ Pvt Sector during the last 3 years (Enclose Copies of Orders)	
9	List of clients to whom similar consultancy services provided by the agency (proof to be be enclosed)	
10	Name & Address, tel number etc. of regional office at Mumbai if any	
11	Any other information the applicant might like to give	

**DECLARATION**

I/We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.

PLACE :

DATE :

**SIGNATURE OF AUTHORISED**

EXECUTIVE DIRECTOR (ENGG)

RESPRESENTATIVE OF THE FIRM