



**Embassy of India  
Beijing**

**Project Background for Redevelopment of Old Chancery Complex and Embassy Residence as Diplomatic Residential Complex for Embassy of India, Beijing**

**1. INTRODUCTION**

**1.1** The Chancery building of Embassy of India in Beijing located at No. 1, Ri Tan Dong Lu is lying vacant. The Embassy Residence (ER) located at No. 13, Guang Hua Lu on an adjacent plot. Government of India plans to redevelop both the plots after merging them. The Old Chancery plot covers an area of 9351.14 Sq. M. and the Embassy Residence plot measures 11245.38 Sq. M. A common boundary wall separates the two properties. Combined together, they cover a total area of 20,596.52 Sq. M. The two plots can only be utilized for the premises of the Embassy. All the alterations, extensions, additions or reconstruction on these plots shall require prior consent of the Chinese authorities. The combined plot is a rectangular plot having roads on three sides and the British Embassy on the fourth side but the access, particularly vehicular access, is possible only from one side.

**1.2** The Embassy Residence has a separate entry from the British Embassy side which can be imaginatively used at the time of redevelopment of the combined plot. The site is located in a high-end old Diplomatic enclave of the City and has lots of prestigious buildings in the vicinity. New Diplomatic Residence Complex is envisaged as a modern Diplomatic residence, reflective of India's emerging status in the World and equipped with *state of the art* building services, energy efficient features and security infrastructure.

**1.3** The Project area will include ER and the residences of Diplomatic Officers where recreation, parking facilities, related services, etc. will be available. In addition, provisions for services and security (general as well as exclusive) would need to be included in the overall plan. The covered area for the project will be approximately 10,000 Sq. M. The access and functioning of ER and the residences would be independent of each other. The parking, recreation facilities and services would be available to both and should be planned comprehensively. The campus is expected to function efficiently with the help of modern security systems, heating/cooling systems, smooth circulation (both vehicular and pedestrian) and integration of open and built-up spaces and functional segregation of spaces for services, recreation and residences.

**2. CLIMATE**

**2.1** Beijing weather features four distinct seasons: Spring (April to May), when temperatures rise quickly from day to day and vary greatly (around 12 °C-14 °C) between

day and night. Beijing climate in spring is generally dry. Summer (June to August), when heavy rainstorms are common and the monthly average temperature is above 24°C. About 70% of the city's rainfall occurs during this season. The wettest month is August with an average of 182mm of rain. Autumn (September to October), is the most pleasant season when there is plenty of sunshine and cooler temperatures. Winter (December to February), when the monthly average temperature is below 0°C. July and August are the hottest months with the highest temperature around 37°C, while January is the coldest time with the lowest temperature around -15 C .

### **3. FUNCTIONAL REQUIREMENTS**

**3.1** The detailed space requirements are as per the prescribed norms of Government of India as per entitlement norms of Ministry of External Affairs, New Delhi. Broadly the covered areas for the proposed activities are:

Embassy Residence	:	1100 Sq m (Approx.)
Other residences	:	7275 Sq m (Approx.)
Common circulation, services etc.	:	1625 Sq m(Approx.)
Total	:	10,000 Sq m(Approx.)

*(The above figure does not include areas for building services, public conveniences and parking which has to be provided as per Technical Standards & Local Regulations).*

### **4. DEVELOPMENT NORMS**

**4.1** The total area of the two plots after merger is 20,596.52 Sq. M. The building norms are governed by the Beijing Municipal Commission of Urban Planning and other relevant sanctions from various other agencies will have to be obtained. Beijing Service Bureau for Diplomatic Missions may also have to be approached for assistance in obtaining various permissions and sanctions. The detailed building bye laws and urban planning guidelines will have to be obtained by the hired Consultant at the time of designing, however, for planning purposes following guidelines may be referred to:

- a) Since the two properties are on adjacent plots of land, they may be jointly developed subject to prior permission from the Chinese Authorities.
- b) Permissible building height is 12 M.
- c) Permissible ground coverage/building density is set at 30% and ratio of green space is 40%.
- d) Permissible Floor Area Ratio (FAR) is 1.
- e) Basements-Two numbers (not counted in FAR).

### **5. GENERAL CONDITIONS FOR DESIGN SUBMISSION**

**5.1** Selection of the Architect / Architectural Firms shall be as per the selection process described later in this document. Decision of the Government of India (Ministry of External Affairs, New Delhi), in this regard, will be final.

**5.2** Applicants must fully acquaint themselves about the scope of the project and local conditions, building by-laws and planning guidelines of Beijing Municipal authorities etc. before submitting their Expression for the project. They may visit the site with prior permission of Head of Chancery, Embassy of India, Beijing.

**5.3** No further queries will be entertained at the EOI stage. However, Short-listed Applicants may seek clarifications when invited to submit Concept Design Proposals for the Project. Reply to such clarifications shall be posted on Mission's website. Applicants are advised to visit the website regularly.

**5.4** Even though an applicant may satisfy the qualification criteria / eligibility requirements, he/she/they would be liable for disqualification, if any misleading or false representation or deliberately suppressed information related to technical eligibility is noted during design assessment including record of poor performance such as abandoning work, not properly completing the projects or fulfilling the contract agreements or financial failures / weaknesses etc.

**5.5** The Embassy of India, Beijing, may appoint a separate company/ consultant for rendering Construction Management Services during the construction stages of the project. The selected architect/ architectural firms shall be required to co-ordinate with and work along with that firm(s) during project execution period for successful implementation of the project in all respect.

**5.6** The basic Terms and Conditions of appointment of Consultant shall be provided to all short-listed applicants. If required, Embassy of India, Beijing may negotiate on the consolidated Consultancy Fee payable to the selected architect / architectural firm for the architectural and other relevant consultancy services as required as per agreement conditions from the architect/ architectural firms in the project.

## **6. ELIGIBILITY CRITERIA**

**6.1 Essential Criteria:** To be eligible for pre-qualification, the applicant i.e. Architect / Proprietor of Architectural Firm must be a qualified Architect and shall have valid registration for architectural practices in Beijing / China and should be eligible to submit the proposal to the Municipality and the other Local Authorities, mandated for issuing permissions/ approvals and licenses etc. as required for proper execution of the project. The applicant (or Joint Venture, in the case of JV firms) must have its Head Quarter or a branch office in Beijing and must have provided architectural services for executed Similar Projects in the past 10 years fulfilling at least one of the following conditions:

**6.2** The applicant must have executed-

**At least one office building / project of group of buildings of a built-up area of 9000 Sq.M. having similar scope of work / services**

OR

**At least two office buildings / project of group of buildings, of a built-up area of 7500 Sq.M. having similar scope of work / services**

OR

**At least three office buildings / project of group of buildings, of a built-up area of 6000 Sq.M. having similar scope of work / services**

**6.3** In the above criteria for the architectural services, Similar projects mean projects of having similar scope of work i.e. providing comprehensive service for planning & design for projects having Scope of Consultancy Services for architectural, quantity survey, structural, internal & external services, plumbing electrical, HVAC, acoustic, security, communication, landscape, interiors and other specialized disciplines etc. involved in the building project including obtaining Local Body Approvals for those projects.

**6.4** The applicant must be registered with the appropriate statutory authorities and permitted to practice as an Architect/ Architectural firm in Beijing. They should also have at least 10 years post registration experience of providing architectural services for executed projects.

**6.5** Desirable Criteria:

- a) National or International level competition and Award won for similar projects
- b) Experience in use of Green Technology complying International Standards like LEED, GRIHA etc. Experience in energy saving practices like use of energy efficient materials, solar power, recycle and reuse of water etc and any one of the three similar projects submitted as part of eligibility Criteria.
- c) Experience of having executed work based on Single Stage 2-Envelop System of Tendering and familiar / conversant with FIDIC based tendering system.

## **7. SELECTION PROCESS**

**7.1** The selection of the Architect / Architectural Firm shall be done through a two-step selection process comprising of:

- a) Short-listing of eligible EOI applicants based on ranking on additional desirable criteria, and
- b) Technical and financial evaluation of proposals submitted by the short-listed applicants.

**7.2** Each applicant will be required to submit the EOI Application along with a suitable covering letter. All the EOI applications shall be examined / evaluated based on which eligible Architect / Architectural Firm shall be short-listed.

**7.3** Short-listed applicants will be given a Design Brief with details on the design parameters. They will be required to submit Technical and Financial Proposals in two separate sealed envelopes and make a presentation of their capability and the technical proposal i.e. their Concept Design Proposals before a Selection Committee. The Selection Committee will evaluate the proposals for ranking in order of their cumulative scores on the technical and financial weightage (technical 75 + financial 25)

**7.4** The applicant with maximum cumulative score will be invited for selection and will be required to enter into an agreement with the Embassy of India in Beijing for providing

Architectural and other Consultancy Services as described in the Scope of services of the Consultancy Agreement.

## **8. SUBMISSION OF DOCUMENTS FOR SHORT-LISTING**

### **8.1 For Eligibility Criteria:**

- a) Applicants are requested to provide certified or self-attested documents for the following
- b) Copy of Registration Certificate from the appropriate statutory authorities permitting Applicant to practice as an Architect / Architectural firm in Beijing, China.
- c) Address of the company or branch offices, as given in the Company registration document (copy to be attached).
- d) Applicants are required to provide information of the projects completed in the last 7 years and which are similar to the proposed diplomatic residential complex project. Only those projects will be considered which satisfy the eligibility criteria (as prescribed in Section 6.1 above) determined from the following data duly certified by the client:
  - (i) Project summary with photographs
  - (ii) Project name, location and brief description
  - (iii) Project owner / Name of Client
  - (iv) Date of commencement and completion of the projects
  - (v) Total plot area and total covered area (in square meter)
  - (vi) List of the key buildings in the project, their height in number of storeys and area
  - (vii) Scope of work handled by the Applicant in these projects
  - (viii) References (name, title, telephone number / email)

### **8.2 For Desirable Criteria:**

- a) Attach Certified Copy of citation / Award received or copy of official announcement in press. Details of the project which were awarded provided in format given in Para 8.1 above.
- b) Copy of Certificate received for use of Green Technologies in respect of buildings of projects / buildings along with write-up on a single page A4.
- c) Details of projects executed based on single stage two envelopes (two bid) system of tendering and FIDIC conditions of contract, provided in format given in Para 8.1 above.

**8.3** Conditions of eligibility for Joint Venture firms: A certified copy of MOU between the firms having a joint venture shall be provided. The joint venture firm shall meet all the laid down criteria of registration, experience, turnover, awards etc. as a single entity.

### **8.4 Others:**

- a) Please provide sufficient information and valid proof for each parameter / factor assigned for calculating scores against each Desirable Criteria. If sufficient information and valid proof is not available about some parameter / factor during evaluation, Zero (0) score would be assigned to that parameter / factor.
- b) Information, as sought for each Desirable Criteria, is to be given by individual Applicant or each member of the consortium including lead member separately as attached annexure.
- c) Length of experience will be counted as on the date of publication of Press Notice.

## **9. SUBMISSION**

**9.1** Applicants are required to submit their EOI with all enclosures including the '**Declaration**', indexed and properly arranged. The scanned PDF format of the whole document is required to be submitted to Embassy of India, Beijing along with the hard copy.

## **DECLARATION**

### **I hereby submit the following documents:**

1. Copy of Registration Certificate from appropriate Statutory Authorities to practice as an Architect / Architectural firm
2. Address of the company / branch offices, as given in the Company registration document
3. Project summary with photographs:
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
4. Project name, location & brief description
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
5. Project owner / Name of Client
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
6. Date of commencement and completion of the projects
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
7. Total plot area and total covered area (in sq. M.)
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
8. List of the key buildings in the project, Height & and Covered Area
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
9. Scope of Services in these projects
  - (a) Project-I: Yes/No
  - (b) Project-II: Yes/No
  - (c) Project-III: Yes/No
10. References, if any (name, title, telephone number / email)

### **I have also enclosed the following documents:**

11. Certified Copy of Citation / Award / Copy of official announcement in press: Yes/No
12. Copy of Certificate for use of Green Technologies, energy efficient features, etc. along with write-up: Yes/No
13. Details of projects executed on the basis of single stage two envelopes / FIDIC conditions of contract: Yes/No

14. Certified copy of MOU between Joint Venture Firms as per laid down criteria of registration, experience, turnover, awards etc. as a single entity: Yes/No

**I confirm that each statement and/or contents of this submission and /or documents, certificates submitted herewith are absolutely true, correct and authentic. In the event of any statement/document subsequently turning out to be incorrect or false it is understood and accepted that the undersigned is liable to disqualification from this selection process.**

NAME OF THE APPLICANT:

ADDRESS:

CONTACT DETAILS: