

SHORTLISTING OF ARCHITECTS

1. Applications are invited from reputed and competent Architects in various categories with sound technical capabilities having experience in refurbishment of plumbing systems, fire fighting systems, electrical systems, interior decoration, landscaping, Toilet renovation, refurbishment of auditorium/ multipurpose halls in various properties of Bharat Petroleum in Chennai.

The broad steps of scope of work for each of the following categories are “*Study of existing system, submission of report on the condition of existing system, providing multiple options of refurbishments and execution of the work*”

1. **REFURBISHMENT OF PLUMBING SYSTEMS**
2. **REFURBISHMENT OF SEWAGE SYSTEMS**
3. **REFURBISHMENT OF ELECTRICAL SYSTEMS**
4. **REFURBISHMENT OF FIRE FIGHTING SYSTEMS**
5. **REFURBISHMENT OF FIRE ALARM/ DETECTION SYSTEM**
6. **VARIOUS MINOR REFURBISHMENTS OF OFFICE SPACES WHICH INCLUDES INTERIOR & ELECTRICAL WORKS**
7. **REFURBISHMENT OF TOILETS IN SOUTHERN REGIONAL OFFICE**
8. **REFURBISHMENT OF CONFERENCE HALL**
9. **REFURBISHMENT OF AUDITORIUM/ MULTIPURPOSE HALL**
10. **LANDSCAPING (INDOOR & OUTDOOR)**

Architects may apply by opting for one or more number of categories for short listing/ enlistment.

The broad selection criteria for each category applicable shall be as under:

- a. The Architects should have successfully executed at least 3 jobs (One single job in each year) of similar nature/quantum in respective category with project cost not less than Rs. 40 Lakhs during the last three years.
- b. The Architect should have an annual turnover of Rs. 4 Lakhs during each of the last three financial years.
- c. The Architect should either be a member of Indian Institute of Architects, Tamilnadu chapter or should be registered with Council of Architecture, New Delhi.



- d. The Architects should be either based at Chennai or should have a fully functional office in Chennai.
 - e. The Architects shall submit the list of major clients (atleast three in each category applied for) where services of similar nature are rendered to, along with their address/contact details.
2. Architects willing to enroll themselves are requested to send in their bio-data, giving details of similar jobs carried out, its value and time period taken for completion etc.
 3. **APPLICATION FEE (non refundable)** : The architect has to pay an application fee of Rs. 500/- towards application fee along with the enrolment form by way of Demand Draft in favour of "**BHARAT PETROLEUM CORPORATION LIMED**" payable at "**CHENNAI**". It may be observed that the application fee for any number of categories shall be Rs. 500/- only.
 4. Architects are requested to send in their completed application form, , which is enclosed below, along with application fee and all the relevant/ supporting documents in a sealed envelope superscribed "Short listing of Architects for Various Refurbishment Projects in Southern Regional Office" within 21 days from the date of publication of this advertisement along with necessary documentary proof to:

Manager Admin South
Bharat Petroleum Corporation Limited
No.1 Ranganathan Gardens,
Off 11th Main Road,
Annanagar, Chennai – 600040

Architects who are shortlisted will be informed in writing and no correspondence shall be entertained in this regard.

BPCL reserves the right to award the job in part or full for the scope of work mentioned above without assigning any reasons whatsoever thereof.



**APPLICATION FORM FOR SHORTLISTING OF ARCHITECTS FOR VARIOUS REFURBISHMENT
PROJECTS IN CHENNAI**

1.	Name of the Firm	: _____	

2.	a) Postal Address	: _____	

	b) Contact Person	: _____	
	c) Contact Nos. / Fax No.	: _____	
	d) Email address	: _____	
3.	Place of Business	: _____	
4.	Registration Category applied for: (Architects may choose multiple categories)	REFURBISHMENT OF PLUMBING SYSTEMS	<input type="checkbox"/>
		REFURBISHMENT OF SEWAGE SYSTEMS	<input type="checkbox"/>
		REFURBISHMENT OF ELECTRICAL SYSTEMS	<input type="checkbox"/>
		REFURBISHMENT OF FIRE FIGHTING SYSTEMS	<input type="checkbox"/>
		REFURBISHMENT OF FIRE ALARM/ DETECTION SYSTEM	<input type="checkbox"/>
		VARIOUS MINOR REFURBISHMENTS OF OFFICE SPACES WHICH INCLUDES INTERIOR & ELECTRICAL WORKS	<input type="checkbox"/>



		REFURBISHMENT OF TOILETS IN SOUTHERN REGIONAL OFFICE	<input type="checkbox"/>
		REFURBISHMENT OF CONFERENCE HALL	<input type="checkbox"/>
		REFURBISHMENT OF AUDITORIUM/ MULTIPURPOSE HALL	<input type="checkbox"/>
		LANDSCAPING (INDOOR & OUTDOOR)	<input type="checkbox"/>
5.	Details of works executed during the last 3 years (Attach documentary proof)	: Please furnish relevant details as per Annexure-A (Please attach separate annexure for each category)	
6.	Details of Works in Progress (Attach documentary proof)	: Please furnish relevant details as per Annexure-B (Please attach separate annexure for each category)	
7.	Details of Works carried out with other Oil Companies / PSUs during the last 3 years (Attach documentary proof)	(a) Organization _____ (b) Financial limit _____ (c) Category of Works _____ _____ (In case of multiple categories, please use comma) _____ _____ _____ _____	
8.	Annual Turnover		



	(Attach Copies of Audited Balance sheets for the last 3 years)	<u>Year</u>	<u>Turnover</u>
		2009-10	Rs. lakhs
		2010-11	Rs. lakhs
		2011-12	Rs. lakhs
9.	Details of Organisation, Manpower / Technical / Non-technical Personnel employed on regular basis	: Please attach relevant details	
10.	Whether the applicant is already registered with BPCL? (Please attach documentary proof)	: _____ _____	
11.	Application Fee	Rs. 500/- by way of Demand Draft vide DD No. _____ from Bank _____ dated _____.	

Date:

Signature:

Place:



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Details of works executed during the last 3 years:

(Use Separate sheets for each category of job) Category of job: _____

Sl. No	Name of the Work	Clients Name, Address, Person and Phone Nos.	Contact	Value of Works (Rs.)	Completion Period	Date of Commencement	Actual Date of Completion	Remarks
1.								
2.								
3.								
4.								
5.								
6.								



Annexure-B

SHORTLISTING OF ARCHITECTS FOR VARIOUS REFURBISHMENT PROJECTS IN CHENNAI

Details of Works in Progress:

(Use Separate sheets for each category of job) Category of job: _____

Sl. No	Name of the Work	Clients Name , Address, Contact Person and Phone Nos.	Value of Works (Rs.)	Completion Period	Date of Commencement	Present Status	Remarks
1.							
2.							
3.							
4.							
5.							
6.							

Party's Signature & Seal