

**Request for Proposal (RFP)**  
**Building Repair and Renovation Project**

**Instruction to Bidders (Architect Consultants) & Eligibility Criteria**

1. Architect Consultants should submit their credentials along with the price bid. They should have provided architectural consultancy and consultancy in structural testing, repair, rehabilitation and supervision for similar works. They should give details of qualified and experienced personnel in their office and project team. They should provide details of previous experience in similar works for heritage buildings, list of completed projects of similar nature, client references, etc.
2. Architect Consultants may visit the site and examine the layout plan available with Mission by prior appointment.
3. Architect Consultants will be selected by a Committee formed for the project in Embassy of India, Yangon. The Committee would examine and evaluate the bids received based on scope or work, good credentials, technical soundness of proposals and price bid.
4. They should submit their bid in three envelopes.

**Envelope A** should contain their credentials and acceptance of above terms and conditions of the tender. They should enclose

- i. Copy of certificate of registration
- ii) List of post registration works handled in last 10 years
- iii) List of similar consultancy works handled
- iv) List of equipment
- v) List of manpower and their qualifications and experience

This envelope should be superscribed with "Technical Bid".

**Envelope B** should contain the form of tender on which the bidder should quote the fixed price lump sum amount for the Consultancy for scope of works as mentioned in the bid document. This envelope should be superscribed with "Form of tender – Financial Bid".

**Envelope C** should contain both the envelope A and envelope B superscribed with name of work "Consultancy for Repair & Renovation Work of LIC Building, 654-666, Merchant Street, Yangon for Government of India".

5. Envelope A shall be opened first on due date and time. The credentials of all the bidders shall be evaluated first. A list of qualified bidders shall be prepared after evaluation for opening of financial bid. Qualified bidders shall be informed and shall be invited for opening of the financial bids at prescribed date and time by Mission.

6. Mission reserves the right to accept or reject any bid without giving any explanation to bidders.