

REQUEST FOR EXPRESSIONS OF INTEREST

Republic of Turkey
Istanbul Special Provincial Administration (ISPA)
Istanbul Project Coordination Unit (IPCU)

Istanbul Seismic Risk Mitigation and Emergency Preparedness (ISMEP) Project

**Consultancy Services for Retrofitting Design of Selected Public Buildings in Istanbul
(EIB-CB1.3)**

The Republic of Turkey has received a loan from the **European Investment Bank (EIB)**, and intends to apply part of the proceeds of this loan to payments under the contracts for Procurement of “**Consultancy Services for Retrofitting Design of Selected Public Buildings in Istanbul (EIB-CB1.3)**”, which will be implemented by Istanbul Special Provincial Administration, Istanbul Project Coordination Unit.

1. Name, address, telephone and fax number, email address of the contracting authority.

Istanbul Project Coordination Unit (IPCU)
M. Kemalettin Mah. Tiyatro Cad. No:16
34126 Beyazıt, Istanbul, Turkey

Contact Person: K. Gökhan ELGİN (Director)
Tel : +90 212 518 55 00
Fax : +90 212 518 55 05
E-mail : info@ipkb.gov.tr

2. The award procedure chose: Restricted Procedure

3. Form of the contract: Public Procurement of Services

4. Place of execution/performance of the works, for delivery of products or of the provision of services:

The Public Buildings such as; schools, hospitals, dormitories, administrative and social buildings and etc are located **in Istanbul**.

5. Category and Description of Services:

The design of **retrofitting works** and related repair and renovation works (architectural, mechanical, electrical, fire system, etc.) in approximately 300 Public Buildings such as; schools, hospitals, polyclinics, dormitories and etc. These 300 public buildings are located **in Istanbul** and have approximately a total construction area of 800,000 m². The number of Pubic Buildings will vary due to the evacuation plan of the Provincial Directorates of Related Authorities. However, the final number of public buildings will have been decided in the Request for Proposal (RfP) documents to be sent to the short-listed consultants. IPCU envisages to let consultant design contracts in relation to lots.

Consultants shall be responsible for:

- Vulnerability assessment of the buildings by using the available data and conducting necessary tests and measurements at the sites, buildings as required.

- Preparation of preliminary and final designs and estimated costs with respect to each selected public building using conventional and innovative retrofitting techniques and new Turkish national retrofitting building codes in disaster prone areas.
- Preparation of Bill of Quantities of Public buildings, final retrofitting drawings and technical specification after consultation with the Client.
- Cost comparison for selected public buildings considering cost of retrofitting to the cost of replacement ratio.

6. If the contracts are subdivided into lots, indication of the possibility of tendering for one, for several or for all the lots:

Consultancy services for the design of retrofitting works are expected **to be tendered under one lot or multiple lots** according to number of the public buildings available at the same time. Consultants have the right to tender for one and more lots.

7. Number of short-list:

The Contracting Authority may have the option to shortlist the interested consultants in one or more groups in accordance with their qualifications and experience on the type of buildings i.e. schools, hospitals and etc. for the required specific services.

8. Completion date or duration of the service contracts:

The estimated timetable for completion of the services is approximately 12 months.

9. Admission or prohibition of variants: Submission of alternative proposals is not accepted.

10. Special conditions for fulfilling the contract: Not Applicable.

11. (a) Deadline for receiving expression of interest:

Expressions of interest must be delivered to the address below **by December 17, 2009, 16:00** (local time) by surface mail, courier or hand delivery. Applications by e-mail shall not be accepted IPCU reserves the right to reject the applications received after the above-referenced date.

(b) Address for submitting expressions of interest:

Istanbul Project Coordination Unit (IPCU)
M. Kemalettin Mah. Tiyatro Cad. No:16
34126 Beyazıt, Istanbul, Turkey

Tel : +90 212 518 55 00
Fax : +90 212 518 55 05
E-mail : info@ipkb.gov.tr

Interested consultants may obtain further information at the address above, from 10:00 a.m. to 16:00 p.m. local time.

(c) Language of proposals: English

(d) Submitting Expression of Interest:

- Expression of interest shall be accompanied by a Statement of intention to participate in the selection process;
- Expression of interest must be signed on each page;
- Expression of interest shall be submitted in one original and 1 copy;
- Consultants are required to include the name and reference number of the task EIB-CB1.3 in their Expression of Interests.

12. Where appropriate any deposit and guarantees required: Not Applicable

13. Main financing: European Investment Bank

14. Where applicable, the legal form to be taken by the grouping of economic operators to whom the contract is to be awarded:

Consultants may associate to enhance their qualifications. The “association” may take the form of a Joint Venture or a sub consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case of award is made to that JV group. Interested consultants should clearly indicate the structure of their “association” and the duties of the partners and sub consultants in their application. Unclear expression of interests in terms of “in association with” and/or “in affiliation with” and etc. may not be considered for short listing.

Joint Venture agreement to be authenticated incase of Contract Award.

15. Qualification and Selection Criteria:

- Company information: name, status, address, telephone number, facsimile number, year of establishment, contact person for the project, turnover for the previous 5 (five) years. number of permanent staff and part-timers, fields of expertise;
- Details of experience in similar assignments undertaken, including value of consulting services and value of works, location, number of staff involved in the contract, name of the Client, name of partners for contract execution and share of services, source of financing, type of services provided, contract commencement and completion dates, brief description of the contract;
- Letters of recommendation from previous Beneficiaries;

- Curricula Vitae (short version, specifying experience in similar assignments, max 10 CV of experts of various professions requested under such services) of staff who may be available to work on the assignment /s;
- Form of association (sub-contractor/joint venture) for the execution of the contract /s, if the case may be, and identification of the leading company. Same information shall be submitted for the leading company and the associate companies.
- A list of ongoing assignments including the start and end dates and the personnel involved.

16. Framework agreement: Not Applicable

17. Number of selected candidates to be invited to submit tender: max. 6 tenderers,

However, the short list may comprise a smaller number of firms in case only a few qualified firms have expressed interest.

18. Criterion for awarding the service contract:

Consultants will be shortlisted and contracts will later be awarded in accordance with the QCBS (Quality and Cost Based Selection) Method set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, May 2004.

The selection criteria for the short-listing are:

• General Experience	20 points
• Average Annual Turnover	10 points
• International Experience	10 points
• Specific Experience (Retrofitting)	40 points
- <i>Supervision</i>	<i>10 point</i>
- <i>Design</i>	<i>30 points</i>
• Qualification of Key Staff (exactly 10 CV's comprising all branches)	20 points
Total	100 points

Min number of points necessary to be retained: 70 Points

The selection criteria for the contract award will be decided later in the Request for Proposal documents to be sent to the short-listed firms.

19. Time frame for the tenderer to maintain their proposal valid: 90 days from the date of submission of proposals.

20. Names and addresses of economic operators already selected: Not Applicable

21. Name and address of the body responsible for appeal: Istanbul Project Coordination Unit

22. Date of publication of the prior information notice: published in the Supplement of the Official Journal N° OJS 84 dated 30.04.2008

23. Date of dispatch of the notice: November 06, 2009

24. Indicate whether the contract is covered by the Agreement: Yes (the notice shall be published in the European Union Official Journal)

This expression of interest may remain valid for nine months in determining group(s) of short-list(s) by IPCU for the above mentioned services. Number of the short-list groups to be established for each assignment shall depend on the number of the buildings that will be taken into consideration for construction supervision.