

## REQUEST FOR EXPRESSIONS OF INTEREST

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

Istanbul Seismic Risk Mitigation and Emergency Preparedness (ISMEP) Project  
Consultancy Services for Design and Reconstruction Supervision of Schools in İstanbul

(EIB-CB1.5F)

The Republic of Turkey has applied for an additional loan from the European Investment Bank (EIB) toward the cost of the Istanbul Seismic Risk Mitigation and Emergency Preparedness Project and intends to apply part of the proceeds of this loan to payments under the contracts for Procurement of “Consultancy Services for Design and Reconstruction Supervision of Schools in İstanbul (EIB-CB1.5F)”, 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 (PCU)  
M. Kemalettin Mah. Tiyatro Cad. No:8  
34126 Beyazıt, İstanbul, 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 chosen**

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**

All of the buildings are located in İstanbul, therefore the related design and construction supervision services will be carried out in İstanbul.

## **5. Category and Description of Services:**

Consultants shall be responsible for:

- Preparation of conceptual architectural drawings to meet site conditions and beneficiary needs for the selected buildings.
- Requirement of geo-technical surveys and data collection studies for the site to examine the soil conditions for the buildings to be constructed.
- Preparation of all related construction drawings considering technical requirements and applicable standards (structural, architectural, mechanical, electrical, electronics and communication, infrastructural and landscaping drawings, etc.) in compliance with new local building codes in disaster prone areas.
- Preparation of all necessary technical specifications, Bill of Quantities and tender documents with respect to final construction drawings.
- On-site construction supervision throughout the construction period.
- Supervising the Works including defects liability period.
- Acting as the Engineer under the contracts.

## **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 Design and Construction Supervision of Schools in İstanbul (CEB-CB1.5F) are expected to be **tendered under one lot**.

## **7. Number of short-list:**

One shortlist group is formed within the interested consultants in accordance with their qualifications and experience.

## **8. Completion date or duration of the service contracts:**

The estimated timetable for completion of the design, construction and construction supervision services is approximately 46 months (Design period is 8 months + tender period is 2 months + construction supervision period is 24 months and the Defects Liability Period is 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 **January 21<sup>st</sup>, 2013 at 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:8  
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-CB1.5F in their Expression of Interests.

## **12. Where appropriate any deposit and guarantees required**

Not Applicable

## **13. Main financing institution**

European Investment Bank (EIB)

## **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 (2007-2008-2009-2010-2011), 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 Employers;
- Curricula Vitae (short version, specifying experience in similar assignments, 10 CV of experts from 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**

Maximum 6 (six) 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 (Revised October 1, 2006 & May 1, 2010).

The selection criteria for the short-listing are:

• <b>General Experience</b>		<b>20 points</b>
• <b>Average Annual Turnover</b>		<b>10 points</b>
• <b>International Experience</b>		<b>10 points</b>
• <b>Specific Experience</b>		<b>40 points</b>
	<i>Supervision</i>	<i>25 points</i>
	<i>Design</i>	<i>15 points</i>
• <b><u>Qualification of Key Staff (10 CV's comprising all branches)</u></b>		<b>20 points</b>
<b>Total</b>		<b>100 points</b>

Minimum 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 20<sup>th</sup>, 2012

**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 school buildings that will be taken into consideration for construction supervision.