

**MAHARASTRA FILM, STAGE & CULTURAL
DEVELOPMENT CORPORATION LTD.**

**PRE-QUALIFICATION OF DESIGN CONSULTANTS
for
PREPARATION OF “MASTER PLAN” OF FILMCITY
EXPRESSION OF INTEREST (EOI)**

**DADASAHEB PHALKE CHITRANAGARI, (FILMCITY) GOREGAON
(EAST), MUMBAI – 400 065 Fax: 022 – 2840 0734 / 022 – 2842 7005,
E-mail address: filmcityfilmcity@hotmail.com
WEBSITE: www.filmcitymumbai.org, www.filmcitymumbai.com**

EXPRESSION OF INTEREST (EOI)

for

PRE-QUALIFICATION OF CONSULTANTS

for

PREPARATION OF "MASTER PLAN" OF FILMCITY

DOCUMENT NO :

ISSUED ON :

COST OF RS.10,000/- RECEIVED BY D. D DRAWN ON _____

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GLOBAL TENDER
MAHARASHTRA FILM, STAGE AND CULTURAL DEVELOPMENT
CORPORATION LTD., GOVERNMENT OF MAHARASHTRA

Invites
EXPRESSION OF INTEREST (EOI)
International Level Design Consultants for Preparation of Master Plan of Filmcity,
Mumbai, INDIA.

(INTERNATIONAL COMPETITIVE BIDDING)

MAHARASHTRA FILM, STAGE AND CULTURAL DEVELOPMENT CORPORATION LIMITED, GOVERNMENT OF MAHARASHTRA UNDERTAKING, invites eligible International Level Design Consultant for preparation of a Comprehensive Master Plan of Filmcity located in a prime locality in Mumbai. Popularly known as Dadasaheb Phalke Chitranagari, Filmcity has about 210 hectares of land in a picturesque area adjoining Sanjay Gandhi National Park and overlooking Powai & Vihar lakes. It has natural sites such as mountains, lakes, in addition to 16 studios & 40 outdoor locations within its boundaries. Out of total Films produced in India nearly 70% are produced by Bollywood in Mumbai, which is next only to Hollywood in the production of Films in the world.

SCOPE OF WORK

The consultant will be responsible for the following key tasks:

- Prepare a detailed Master Plan as per defined requirements, coordinated with reference to the feasibility study and preliminary concept of MFS&CDC.

MINIMUM ELIGIBILITY CRITERIA

- Interested architects and planners who have prepared at least one Master Plan for an area of minimum 100 hectares of projects such as Theme park, Museums, Art Galleries, Township etc.
- Having a multidisciplinary team of architects, urban planners, structural engineers, civil engineers, landscape architects, physical planners, environment experts.

SUBMISSION OF EOI

The EOI documents can be purchased from the office of Dy Engineer (C.) Maharashtra Film, Stage & Development Corp. Ltd. Goregaon (E.) Mumbai-400065 from 09-08-10 to 22-08-10 from Monday to Friday (except public holidays) during 11.00 hrs to 16.00 hrs. on payment of Rs.10,000/- or US\$ 250 (Non Refundable) through Demand Draft / Pay Order.

The Demand Draft / Pay Order shall be drawn in favour of "MFS&CDC" on any Indian, Nationalized / Scheduled / Commercial Bank / Foreign Bank Payable at Mumbai.

The EOI form should be complete with the name and correspondence details, name and short CVs (not exceeding three pages) of principal officers, ownership & organizational structure of the firm/ partners in the consortium, audited financial statements for the last three years, a brief approach to completing the tasks assigned, and also highlighting the key design challenges/considerations the firm anticipates while designing the comprehensive Master Plan. Interested Design Consultants may send their EOI, in an envelope clearly labeled "EOI for preparation of Master Plan of Filmcity Mumbai India" to MFS&CDC at the address mentioned below not later than 30 **days** from the date of publication of this notice. The EOI can also be submitted by email to the email address mentioned below.

Managing Director of MFS&CDC reserves the right to accept or reject any or all application and to annul the process at any time, without any liability and assigning any reason thereof. Interested Bidders are requested to contact either by mail or fax their queries to the MFS&CDC, E-mail/fax number given below. For more details Please visit our website www.filmcitymumbai.com. **No phone calls would be entertained.**

For further information please contact:

Maharashtra Film, Stage and Cultural Development Corp.ltd.
Dadasaheb Phalke Chitranagari, Filmcity, Goregaon (East),
Mumbai-400065 (INDIA)

Fax: 022 – 2840 0734 / 022 – 2842 7005

E-mail address: filmcityfilmcity@hotmail.com

Date:-

No. T / MFS & CDC / EOI / 2010

(Shyam Tagade)
Managing Director
MFS&CDC

1.2. Important Dates

Issue of EOI	9th August, 2010 up to 22nd August, 2010; Monday to Friday (except Public Holidays) between 11.00 hrs to 16.00 hrs.
Pre-Proposal Meeting	30th August, 2010
Last date for receipt of EOI	9th September, 2010 till 1500 hrs.

INTRODUCTION

The Indian Film Industry is one of the largest in the world. Dadasaheb Phalke Chitranagari Popularly known as Filmcity located in a prime locality in Goregaon Mumbai. Filmcity, has about 210 hectares of land in a picturesque area adjoining Sanjay Gandhi National Park and overlooking Powai & Vihar lakes. It has natural sites such as mountains, lakes, in addition to 16 studios & 40 outdoor locations within its boundaries. Out of total Films produced in India nearly 70% are produced by Bollywood in Mumbai, which is next only to Hollywood in the production of Films in the world.

FILMCITY provide an ideal pollution free environment for the film industry for shooting purposes. It is also equipped with infrastructural facilities such as vast expanse of lush green land with over 40 outdoor shooting locations, 100,000 sq.ft. (approx) of built-up air-conditioned studio facilities-with power, water, trained support staff, catering and hospitality facilities together with post-production facilities and networking with the best in the industry.

Over the last hundred years, the Indian Film Industry has grown by leaps and bounds and has undergone amazing technological changes. It is also becoming global and corporate thus arousing immense international interest.

In keeping with global standards and preserving the rich cultural legacy of the film industry Filmcity is interested to **Preparation of ‘MASTER PLAN’ of Film City.**

INSTRUCTIONS TO CONSULTANTS

3.1. Procedure for Submission of EOI

The Consultant should submit two copies of the Expression of Interest document in sealed cover. The EOI document not completely filled in or containing over writing may result in the rejection of the proposal.

3.2. Cost of EOI

The Consultant shall bear all costs associated with the preparation and submission of its EOI, including cost of presentation for the purposes of clarification of the proposal, if so desired by the purchaser. MFSCDC will in no case be responsible or liable for those costs.

3.3. Contents of the EOI

The Consultant should examine all instructions, forms, terms & conditions and statement of work in the EOI documents. Failure to furnish all information required or submission of an EOI document not substantially responsive to the EOI in every respect will be at the Consultant's risk and may result in the rejection of the EOI

3.4. Language of Proposals

The proposals prepared by the Consultant and all correspondence and documents relating to the proposals exchanged by the Consultant, shall be written in English language, provided that any printed literature furnished by the Consultant may be written in another language so long the same is accompanied by an English translation in which case, for purposes of interpretation of the proposal, the English translation shall govern.

3.5. Authorized Signatory

The person who is signing the EOI document shall be deemed to be the duly Authorized Representative of the company/firm. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, bear stamp and signature of the Authorized Representative. The proof of authorization, to the signatory shall be annexed to the proposal, in case of a consultant not being a Government body/undertaking/PSU. MFSCDC may reject outright any proposal not supported by adequate proof to support the authority of the person signing EOI document.

3.6. Consortia/Joint Venture (JV)

In case of interested consultant being a Consortium/Joint Venture, an agreement or Memorandum of Understanding (MoU) executed by all the consortium / Joint Venture parties parties (agreeing to work jointly for the assignment and be responsible jointly and severally) duly signed by authorized signatories of respective members of Consortium/ J.V. should be enclosed.

3.7.Disputes:

Any dispute arising out of this EOI shall be dealt by courts in Mumbai only.

Note: This EOI document is not transferable and shall be utilized by the purchaser only.

4.1. Pre-Qualification Criteria

4.1.1. The Consultant interested in being considered for this project must fulfill the following eligibility criteria:

- i. Should be a registered firm/company.
- ii. Should have a successful track record on the full scope of activities outlined.
- iii. Should not be involved in any major litigation
- iv. Should not be black-listed by any Central / State Government / Public Sector Undertaking in India or parent country / country of origin.

4.1.2. Qualification and Experience

(A) Consultants should have substantial and verifiable experience (10Years)in

- i. Projects of similar nature.
- ii Interested architects and planners who have prepared at least one Master Plan of a similar Project for an area of minimum 100 hectares.
- iii Having a multidisciplinary team of architects, urban planners, structural engineers, civil engineers, landscape architects, physical planners, environment experts and having similar types of experience of Theme park, Museums, Art Galleries, Commercial Complexes, Residential Complex, Township and Film Industry project.

(B) JV/Consortia of not more than 4 are permitted.

4.2. Preliminary Scrutiny

Preliminary scrutiny of the proposals will be made to determine whether they are in order and within the conditions mentioned here in and, whether the documents have been properly signed, Proposals not conforming to such preliminary requirements will be considered non-responsive and will not be evaluated further.

4.3. Evaluation of Proposals

The proposals shall be evaluated on the basis of the pre-qualification criteria and Consultant's prior experience in the areas mentioned above. The specific experience of the Consultant would be evaluated on the basis of the following information and documents

- Evidence of having successfully carried out similar assignments.
- Sufficient size of organization, and management ability to carry out the entire project.
- Specialized skills and creativity related to the assignment.

4.4. Short listing of the Consultants

The proposals would be evaluated as per the above mentioned criteria and accordingly weightages will be given to the Consultants. A list will be prepared in the descending order of the weightages and the first six on the list will be short listed. The Request for Proposal (RFP) will be issued only to those shortlisted consultants for the next stage.

EXPRESSION OF INTEREST FORMS

EOI is to be submitted in the following format along with the necessary supporting documents as listed. EOI should provide information against each of the applicable requirements. In absence of the same, the EOI shall be liable for rejection.

Documents forming part of EOI:

The proposal prepared by the Consultant shall comprise the following components:

- i. EOI Form 1 : EOI Letter Proforma (refer Para 5.1)
- ii. EOI Form 2 : Minimum Eligibility (refer Para 5.2)
- iii. EOI Form 3 : Prior Experience (refer Para 5.3)
- iv. EOI Form 4 : Comments and Suggestions (refer Para 5.4)
- v. EOI Form 5 : Approach and Methodology (refer Para 5.5)

The proposal should be in the form of Hard copy. Soft copy may be sent in addition to Hard copy.

5.1. EOI Form 1: EOI Letter Proforma

To,
Managing Director
Maharashtra Film, Stage and Cultural Development Corp.ltd.
Dadasaheb Falke chitranagari, Filmcity, Goregaon (East),
Mumbai-400065 (INDIA)
Fax: 022 – 2840 2734 / 022 – 2842 7005
E-mail address: filmcityfilmcity@hotmail.com

Sir,

The undersigned, having read and examined in detail the EOI document in respect of appointment of a Consultant, do hereby express their interest to carry out “Preparation of Master Plan of Film City, Mumbai”

Correspondence Details:

1	Name of the Consultant	
2	Address of the Consultant	
3	Name of the Contact person to whom all references shall be made regarding this proposal	
4	Designation of the person to whom all references shall be made regarding this proposal	
5	Address of the person to whom all references shall be made regarding this proposal	
6	Telephone (With STD codes)	
7	Email of the contact person	
8	Fax No. (with STD code)	

We hereby declare that our EOI is made in good faith and the information contained therein is true and correct to the best of our knowledge and belief.

Thanking You,

Yours faithfully

(Authorized Signatory)

Name :

Designation :

Seal :

Date :

Place :

Business Address:

5.2. EOI Form 2: Minimum Eligibility

1.1	Name of the Firm/Company			
1.2	Year of Registration/ Incorporation *			
1.3	Year of Registration/Incorporation*			
1.4	Number of Employees as on March 31, 2009			
		FY 2006-07	FY 2007-08	FY 2008-09
1.5	Annual Turnover from Consultancy Services**			

*Enclose a copy of Registration document (in case of a consultant not being a Government body/undertaking/PSU)

**Enclose a copy of Audited Financial Statement with respect to information furnished in 1.5 (in case of a consultant not being a Government body/undertaking/PSU)

Authorized Signatory:

Signature _____

Name _____

Designation _____

Company/Firm _____

Date _____

5.3. EOI Form 3: Prior Experiences

Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out this study. The Consultant should give information about maximum of five projects covering the areas of design as indicated. Experience of JV firms including parent company may be stated only if the relevant Memorandum of Understanding (MoU) is submitted.

1.	Name of the Consultant/Firm :	
2.	Assignment/job name :	
3.	Nature of Assignment :	
4.	Description of Project	
5.	Approx. value of the contract (in Rupees)	
6.	Country :	
7.	Location within the country :	
8.	Duration of Assignment/ job (months) :	
9.	Name of Employer :	
10.	Address and contact details :	
11.	Total No of staff-months of the assignment/job:	
12.	Approx. value of the Assignment/job provided by your firm under the contract (in Rupees /or in US dollars.	
13.	Start date (month/year):	
14.	Completion date (month/year):	
15.	Name of associated Consultants, if any:	
16.	No of professional staff months provided by associated Consultants	
17.	Name of senior professional staff of your firm involved and functions performed	
18.	Description of actual Assignment/job provided by your staff within the Assignment/job:	

Authorized Signatory:

Signature _____

Name _____

Designation _____

Company/Firm _____

Date _____

5.4. EOI Form 4: Comments and Suggestions

Suggest and justify here any modifications or improvement to the brief objectives and the stages out listed in the section 2 of this document to improve performance in carrying out the Assignment. The Consultant can suggest deleting some activity or adding another, or proposing a different phasing of the activities. Such suggestions should be concise and to the point.

(Maximum two A4size pages)

5.5. EOI Form 5: Approach and Methodology

Explain your understanding of the objectives of the Assignment/job, approach to the Assignment/job, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach

(Maximum two pages)

5.6. EOI Form 6: Declaration Letter.

- i. Declaration of JV firms including parent company is also needed even if the relevant Memorandum of Understanding (MoU) is submitted Declaration Letter on official letter head stating the following:
- ii. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract
- iii. We are not black-listed by any Govt. of India / State Government in India / Public Sector Undertaking in India / Govt. of country at origin.

Authorized Signatory:

Signature _____

Name _____

Designation _____

Company/Firm _____

Date _____