



कोचीन बंदरगाह प्राधिकरण  
**COCHIN PORT AUTHORITY**

**SCOPE OF WORK**  
**(ARCHITECTURE)**

**FOR UPGRADATION OF FIREFIGHTING FACILITIES OF TANKER TERMINALS  
COT, Q-4, AND OTB (NTB-STB) AT COCHIN PORT**

**TENDER NO. C044-111-83-44-FP-T-9501**

**PROJECT : CONSULTANCY SERVICES FOR THE WORK OF  
UPGRADATION OF FIREFIGHTING FACILITIES OF  
TANKER TERMINALS COT, Q-4, AND OTB (NTB-STB) AT  
COCHIN PORT**

**OWNER : COCHIN PORT AUTHORITY**

**JOB NO. : C044**

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Rev. No	Date	Purpose	Prepared by	Checked by	Approved by
A	09.02.2026	ISSUED FOR TENDER	NS	AM	MKV

## 1.0 GENERAL

- 1.1 This document describes the broad scope of work and supply of CONTRACTOR for Architectural works.
- 1.2 This document shall be read in conjunction with the remainder (such as specifications, scope of works, design basis, drawings, applicable codes and standards etc) of the Bid document.
- 1.3 Requirements and provisions of design, drawings, specifications etc. contained in Bid documents are conceptual in nature, defining minimum requirements and are in no way exhaustive.

The above shall not relieve the CONTRACTOR from ensuring correctness of his deliverables and other activities and any changes required for this purpose (after award of work) are deemed to be included in the CONTRACTOR's scope of work, supply, execution and contract value/ price.

CONTRACTOR shall develop the design and detail engineering and shall complete all activities in his scope of work and supply meeting all the provisions, requirements and criteria of the Bid document.

- 1.4 During the tendering/ bidding stage, CONTRACTOR shall review and verify the contents of the Bid document and shall ensure his clear understanding of requirements, provisions and criteria of the same.

For this purpose, CONTRACTOR shall point out any errors, omissions, contradictions, or discrepancies etc. with suggestive rectification for review & necessary action/ decision before award of the job.

- 1.5 After award of work, it shall mean that CONTRACTOR has fully understood and accepted the provisions of Bid Document and has undertaken to fully comply with them.
- 1.6 There shall be no time and cost implication to the OWNER or COMPANY and PMC for design, detail engineering, construction, execution, installation and other activities performed by the CONTRACTOR required for completing the job due to any upward revisions and/ or additions of quantities, specifications, sizes etc. given in the specifications and drawings etc. required to be made during execution of the works meeting all the provisions, requirements and criteria of Bid Document.

## 2.0 DEFINITIONS

- 2.1 For definition of Architectural terminologies reference shall be made to National Building Code (NBC) and applicable referenced codes and standards.

## 3.0 SCOPE OF WORK & SUPPLY

- 3.1 Scope of work & supply of the CONTRACTOR shall be pertaining to all the required buildings/ sheds/ structures such as:

1. Extension of existing Fire Water Pump House (On Jetty)
2. Extension of existing Control Room (On Jetty)
3. Foam Pump House (On Jetty)
4. DG Shed (On Land)

\* Building location & requirement as per approved plot plan made by Contractor.

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- 3.2 Buildings listed in clause 3.1 above are not exhaustive. Requirement of buildings shall also include:
- 3.2.1 Any other building/ buildings indicated in Plot plan/ area drawing/ equipment layout, scope of work & specification etc. of other disciplines.
- 3.2.2 Any other building/ buildings required to meet the Operational, Maintenance, HSE (Health, safety & Environmental), Licensor's and statutory Requirements.
- 3.3 Scope of supply & work of the CONTRACTOR shall broadly consist of:
- 3.3.1 Data collection.
- 3.3.2 Design & detail engineering.
- 3.3.3 Procurement and supply of all materials, labor, equipment, tools and tackles etc.
- 3.3.4 Construction, Execution, Installation and supervision.
- 3.3.5 Obtaining approvals from Statutory and Approving Authorities,
- 3.3.6 Preparation of As-built drawings, documents
- 3.3.7 Co-ordination
- 3.3.8 Any other incidental and other activities not explicitly mentioned but required to meet the requirements of the project.
- 3.4 Data collection**
- 3.4.1 CONTRACTOR shall visit the site & facilities and collect data required for carrying out his scope of work.
- 3.5 Design & Detail Engineering**
- 3.5.1 Design & Detail Engineering shall meet the requirements of Design Basis, Job Specification, Drawings, Standards, Specifications, Reference codes etc contained in the Bid Document.
- 3.5.2 Design & Detail Engineering shall include conceptual design, finalization of design, Review by COMPANY or OWNER and PMC, preparation & submission of deliverables, Re-submission after incorporation of changes, revisions & review comments, obtaining approval for execution, resolution of conflicts and necessary co-ordination with all related parties.
- 3.5.3 CONTRACTOR shall submit deliverables for Review, approval, information etc. to COMPANY or OWNER, PMC in accordance with provisions of bid document and contract or agreed methodology.
- a. Deliverables shall be revised and resubmitted incorporating comments from COMPANY or OWNER, PMC or any other design, engineering requirements until they are reviewed, approved or accepted for construction, execution and installation.
- b. Review, approval, acceptance of deliverables by PMC, COMPANY or OWNER shall not relieve the CONTRACTOR from ensuring correctness of his deliverables.

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- c. CONTRACTOR shall develop the Approved for Construction Drawings (AFC), taking due account of the detailed requirements of the Job Specification, design basis, specifications and standards for architectural works for the scope of work covered under this Package.
- d. CONTRACTOR shall not proceed with construction till those documents which are specifically listed at "Review" category are reviewed by OWNER/PMC.
- e. Local Architectural features shall be suitably incorporated in the Facades of the building.
- f. Design & Detail engineering of buildings shall be performed by a qualified Architect or Architectural agency having Architects possessing experience of similar professional experience.
- g. Any incorrectness, non-compliance with Design Basis, Job Specification, Drawings, Standards, Specifications, Reference codes etc noticed at any stage shall be corrected by CONTRACTOR irrespective of review, approval, acceptance of deliverables by PMC, COMPANY or OWNER without any time and cost implication to them.
- 3.5.4 CONTRACTOR shall prepare and submit all drawings, specifications (if any for any new item) and other deliverables required for execution of the job as indicated elsewhere in Bid document and Contract.
- a. Deliverables shall be prepared using approved software in agreed format and shall be complete in all respect indicating document or drawing number, revision number, purpose of issue, signature of Performer, Checker and approver.
- b. Drawings shall be prepared in 1:100 scale. For details the scale shall be 1:25. Key plans may be in larger but in legible scale.
- c. Deliverables shall be submitted in requisite number of copies and approved media (Hard and soft copies) as indicated elsewhere in the Bid document, Contract.
- d. CONTRACTOR shall submit list of all Sub- vendors/ authorized applicators to be engaged for Execution of various specialized items (like Aluminum Doors and Windows, UPVC Window/ Ventilators, Waterproofing and Insulation, False ceiling, False Flooring, Partitioning and Paneling etc.) for approval.
- e. CONTRACTOR shall depute his concerned Architect/ design engineer to Employer/ Employer's Representative's review office as and when required for review of his documents. Schedule for communication with Architect or Architectural Agency shall be as follows:
- i) During Kick off meeting for approval of Architect/ Architectural agency.
- ii) Approval of Conceptual drawings of important buildings such as Control Room etc.
- iii) After incorporation of comments received on first submission of drawings with CRS.
- iv) Further meeting if required for resolving pending issues/ closure within stipulated time frame.

During such Reviews involving computer aided design/drafting, the CONTRACTOR shall make his own arrangement of Personal Computer (PC) in the form of Lap-top in the premises of Employer/ Employer's representative's

review office. This is required to expeditiously resolve all the VENDOR Comments including those involving the use of PC by CONTRACTOR in his submission. The FEED shall ensure that these PC's are fully operational along with necessary software already loaded including the input/output/drawing files being reviewed. The CONTRACTOR shall revise and re-submit the design and drawings as required during review.

- f. CONTRACTOR shall prepare and submit filled checklist along with the first submission drawings complying to all applicable points in the drawings as specified in the checklist attached elsewhere in bid documents.

3.5.5 Following Parameters of Design & Drawings shall not be reviewed.

- a. Adequacy of provisions (in terms of spaces, services & utilities) and space/ area/ room sizes for Plant Buildings or Plant Areas in other Buildings. The PACKAGE CONTRACTOR shall ensure correctness of such provisions vis-à-vis Owner/PMC reviewed/ approved G.A. drawings & submit Architectural drawings only after approval/ review of such provisions by concerned department of PMC.
- b. Correctness of Drawings in terms of dimensions, matching of Plan, Elevation, Section, etc. These parameters may be reviewed at random only.
- c. Location, Co-ordinates, Orientation & Road/Ground/Pavement levels. The PACKAGE CONTRACTOR shall ensure correctness of these vis-à-vis EIL reviewed/approved G.A. drawings.

### 3.6 Procurement and supply

3.6.1 CONTRACTOR shall Procure & Supply of all materials, Labor, Equipment, Tools & Tackles, safety gear & measures etc. for all applicable height and locations within the plant boundary as required for successful completion of job and as directed by site in charge.

3.6.2 OWNER/PMC

Nil

### 3.7 Construction, Execution, Installation, Supervision

3.7.1 CONTRACTOR shall construct, execute, and install the work in accordance with approved design and drawings, specifications, directions of Engineer-In-Charge etc. meeting the requirements of Bid Document.

3.7.2 Construction, execution, Installation shall include:

- a. Procurement, Supply of all materials, Labor, Equipment, Tools & Tackles, safety gear & measures etc.
- b. Dismantling of existing works if required.
- c. Protection of existing works/ facilities as required.
- d. Rectification of damaged works etc.
- e. Disposal of debris, storage of retained items etc.
- f. Handing over the buildings and other works in complete, neat, clean and operable condition.
- g. Supervision
- h. Any other incidental works or activities not explicitly mentioned but required for completeness of construction, execution and installation.

### 3.8 Approvals from statutory Authorities

- 3.8.1 CONTRACTOR shall design and execute the works in accordance with requirements of Statutory Authorities and obtain approvals from them.
- 3.8.2 Approvals from following Authorities are envisaged.
- Local Panchayat, Municipal, Development Authorities as applicable.
  - Factory Inspector, Department of Industrial safety & Health.
  - Department of Fire & Emergency Services.
  - Regional, City or Town Planning Authority if applicable.
  - Airport Authority if applicable.
  - Any other Authority having jurisdiction.
- 3.8.3 CONTRACTOR shall prepare drawings & documents necessary for obtaining approvals from statutory authorities.
- 3.8.4 CONTRACTOR shall make necessary changes, modifications etc. in design and execution if required for obtaining approvals from statutory authorities.
- 3.8.5 CONTRACTOR shall perform all liaising & co-ordination activities with required parties, Authorities etc. as required for obtaining approvals from Statutory Authorities.

### 3.9 Drawings

- 3.9.1 CONTRACTOR shall prepare and submit Architecture drawings in line with clause no 5.0 for review by the CONSULTANT/ CLIENT. Drawings shall include following minimum details for all the buildings listed in the scope.
- Architectural Layout Plans (Floor Plans & Roof Plans).
  - Architectural Sections
  - Architectural Elevations
  - Architectural Schedule of finishes
  - Architectural Door & Window Schedule
  - Any Other Miscellaneous Details required for proper understanding of the building scheme.
- 3.9.2 CONTRACTOR shall prepare and submit As-built drawings in approved software and in requisite number of copies and approved media (Hard and soft copies) as indicated elsewhere in the Bid document, Contract.

### 3.10 Co-ordination

- 3.10.1 CONTRACTOR shall do all co-ordination activities required for completion of the job with COMPANY or OWNER, PMC, SUB CONTRACTORS, MANUFACTURERS, SUPPLIERS, VENDORS & other agencies.
- 3.10.2 Co-ordination by CONTRACTOR shall also include presentation to COMPANY or OWNER, PMC as required for finalization of building design and other issues.

#### 4.0 LIST OF ATTACHMENTS

S. No.	Document Number	Document Title
1.	C044-000-81-46-DB-9501	Engineering Design Basis (Architecture)
2.	C044-000-81-46-JS-9501	Job Specifications (Architecture)
3.	C044-000-81-46-LL-0011	Vendor List for Architectural Works
4.	C044-000-81-46-LL-0012	Standard Specifications (Architecture)
5.	C044-000-81-46-LL-0013	Installation Standards (Architecture)
6.	C044-000-81-46-LL-0014	Checklist for LSTK Jobs (Architecture)
7.	C044-000-81-46-TCL-9501	Technical Compliance List (Architecture)
8.	C044-000-81-46-01001-A	Fire Water Pump House Extension, Control Room Extension & Foam Pump House - Layout Plan & Section
9.	C044-000-81-46-01002-A	DG Shed - Layout Plan & Section