

# Skoltech

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Skolkovo Institute of Science and Technology

Skolkovo Innovation Center

**Skoltech**

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## Skoltech Presentation

### Accelerating Innovation

The Skolkovo Institute of Science and Technology (Skoltech) is a private graduate research university in Skolkovo, Russia, a suburb of Moscow.

Established in 2011 in collaboration with MIT, Skoltech educates global leaders in innovation, advances scientific knowledge, and fosters new technologies to address critical issues facing Russia and the world. Applying international research and educational models, the university concentrates on five strategic areas: Biomedicine, Energy, Information Technology, Materials Science and Technology, and Space Science and Technology.

### Skoltech Vision — Bridging Science and Innovation

Research with both a firm foundation in fundamental research and a consideration for innovation that bridges functions to bring ideas to impact. Education for innovation that grounds students in fundamentals and the innovation process, so that they can be leaders in bringing ideas to impact.

The language of instruction at Skoltech is English, and students complete all of the coursework for the M.Sc. and Ph.D. programs in English. Incoming M.Sc. and Ph.D. students must provide evidence of English proficiency as part of the application process.

### Skoltech Campus development

Skoltech is currently moving to a recently built Campus outside of Moscow, Russia. Skoltech has identified multiple research centers (CREIs) and multiple shared facilities to be part of the initial research laboratories of the Campus, which are still mainly under construction.



## **Cotractors's Scope of Works and Deliverables**

Programming and Conceptual Design for a new Hydrocarbon Recovery Research Center lab (location – Eastern Russia, approx. size - 9,000 square meter) to include:

### **Stage 1 Functional Zoning:**

- Preparation of a room schedule (Program) that outlines the size, quantity and basic functional requirements of each space required in the Project.
- Preparation of a diagram that indicates the function relationships between the primary components of the Project.
- Preparation of a blocking and stacking diagram which illustrates the programmatic components required on each story of the Project.

### **Deliverables of Stage 1:**

- Development of the Design Intent Document: The Design Intent document is a narrative of the Program. It describes the ideas, concepts and criteria that are mutually agreed upon by the Owner and Consultant to be important.
- Development of the Quantitative Program.
  - (i) Identification of each of the functional groups intended to be served by the Project.
  - (ii) Development of the list quantity of rooms and approximate size of each.
  - (iii) Development of the Document appropriate net to gross ratio for the Project.
  - (iv) Development of the room diagrams of each primary laboratory component of the Project.
  - (v) Development of the preliminary diagrams and narrative on circulation considerations for the facility.

### **Stage 2 Conceptual Planning:**

- Utilizing the functional zoning completed as part of Stage 1 preparation of a conceptual laboratory planning diagrams.
- Integration of Core Storage Facility requirements (prepared by others), conceptual building planning (prepared by others) with laboratory requirements.

### **Deliverables of Stage 2:**

- Prepared conceptual design plans and diagrams of laboratory areas.

### **Stage 3 Final Conceptual Design Documents:**

- Reviewing of Stage 2 Conceptual Planning documents with the Owner.
- Providing a Final Conceptual Planning Report. Report should include the following:
  - Quantitative Program
  - Functional Narrative
  - Conceptual plan diagrams
  - Laboratory flow diagrams
  - Laboratory personnel circulation diagrams

**Detailed Technical Brief will be provided to those parties, who show their interest and successfully pass a prequalification stage**

## Prequalification and RFP Submission Rules

- An Interested party (legal entity) shall be an internationally acting design company, with recent experience in designing similar facilities (labs, complicated industrial objects) outside Russia and provide the following information (unless available through the websites), to be supported with an evidence, if requested:
  - 1) Number of the relevant projects accomplished in the last 5 years (2014-2018), with certain description;
  - 2) References from acting customers;
  - 3) List of employees with certain experience in the area of the present bidding scope, with certain details (and CVs, if requested).

It is recommended but not necessary to provide the relevant requalification documents at the same time when expressing interest, but generally recommended. Prequalification documents shall be submitted though not later than the date of Proposal submission.

- An Interested party shall express this through asking for a Technical Brief at the email-address provided in this document - not later than 10 a.m. April 29, 2019, Moscow time zone.
- Proposals for services can be quoted in US dollars, Euro or Russian rubles. All fees shall be categorized and detailed for analysis.
- A standard draft agreement is provided with this RFP for review.
- All proposals shall be developed in detail and shall include the following, at a minimum:
  - A detailed commercial proposal;
  - A detailed schedule of work performance;
  - An organization chart, indicating all functional relationships and hierarchies.
  - Suggested payment schedule.
- Fee proposals shall be submitted to Skoltech at the email-address provided in this document no later than 12 a.m. April 30, 2019, Moscow time zone.
- Please address questions (if any) to the email-address provided in this document. Skoltech will revert to all the questioners simultaneously with answers to all the questions not later than 12 p.m. April 30, 2019, Moscow time zone, provided that all the questions are asked prior to the deadline, which is accordingly 12 p.m. April 29, 2019, Moscow time zone.



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## Contact Information

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