

**KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT
CORPORATION (KINFRA)**
(A statutory body of Govt of Kerala)

KINFRA HOUSE, TC 31/2312, Sasthamangalam, Thiruvananthapuram -695 010
Tel: 0471-2726585 | **Fax:** 0471-2724773 | **Email:** kinfraannexe@gmail.com | **Web:** www.kinfra.org



EXPRESSION OF INTEREST (EOI)

for

Empanelment of Project Management Consultants

for KINFRA Projects

KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION (KINFRA)

Name of Work: Empanelment of Project Management Consultants for KINFRA Projects

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Advertisement



**KERALA INDUSTRIAL INFRASTRUCTURE
DEVELOPMENT CORPORATION (KINFRA)**
(A statutory body of Govt. of Kerala)

Kerala Industrial Infrastructure Development Corporation (KINFRA) invites applications for empanelment from eligible firms for providing following Consultancy Services for various projects of KINFRA.

1. **Engineering Consultants**
2. **Project Management Consultants**

The last date of submission of Application is up to 5 PM on **23.05.2017**
For more details visit our website www.kinfra.org

Place: Thiruvananthapuram
Date: 08.05.17

Sd/-
Managing Director

Notice Inviting Expression of Interest for: Empanelment of Project Management Consultants for KINFRA Projects

Expression of Interest (EOI) is invited by the Managing Director, KINFRA, Head Office, Sasthamangalam, Trivandrum for empanelment of Project Management Consultant(s) for KINFRA Projects.

1. KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION (KINFRA).

1.1 Introduction/Background

Kerala Industrial Infrastructure Development Corporation, [KINFRA] aims at bringing together all the suitable resources available in the state and developing infrastructure to woo the industrial growth of the state. KINFRA is dedicated to catalyse industrial growth in Kerala by providing the best industry-specific-infrastructure.

KINFRA has identified over 20 core competency areas. It has 22 well-defined industrial parks of which many are functional and some are in the launching phase. KINFRA had built sector specific and common parks for all industries. Each of these parks offers comprehensive infrastructure and support services to the entrepreneurs.

KINFRA provides single window clearance facilities for industrial units for regulatory licenses and clearances.

2. Empanelment of Project Management Consultants

2.1 Objective

KINFRA is planning to set up more industrial parks for the industrial promotion in Kerala by creating industrial spots in many unlikely areas of industry and intends to develop and maintain all its parks as Green industrial parks as per the norms set up by GRIHA/IGRE/International. KINFRA, in all these endeavours, intends to take the service of Project Management Consultants by preparing a panel of Consultants for availing their service as and when required.

It is proposed that the Project Management Consultant will assist KINFRA in implementation of the Projects till the successful completion, commissioning and handing over works to KINFRA and comprehensively supervise the works and activities carried out by the Contractors.

3. Scope of work by the Project Management Consultant

The Project Management Consultant shall be responsible for the service support from execution of the project with due control for safety, quality control, cost control and project monitoring and after successful completion, commissioning, handing over works and periodic inspection, till the defects liability period, to KINFRA of the assigned Project as given below:

Construction Supervision and Project Management

- Constructability and value engineering services.
- Finalisation and monitoring of contractor's work schedule.
- Total compliance of technical specifications, contract conditions and various other requirements contained in the respective contracts.
- Quality assurance system complying CPWD specifications/BIS/other contract clauses, in the consultancy as well as the works and activities of the contractor.
- Modern safety practices in execution of works at project site for ensuring complete safety for works, workers, general public and structures and properties adjacent to work site.
- Overall contract administration and management including holding meetings and submission of monthly reports and monitoring of programme schedule.
- Proper verification of measurements and certification of bills submitted by the contractor so that payments made by KINFRA against these bills reflect the actual work done at site complying with the respective contracts.
- Proper interface and coordination among the KINFRA, Contractors, Engineering Consultants, local bodies, State Govt, Central Govt etc.
- Full documentation of the completed works (as built drawings) including applications for various approvals.
- Assisting in replying to the audit/CTE observations/litigations.
- Periodical inspection till the completion of the defect liability period and reporting defects if any.

4. Eligibility

- 4.1 The applicant must be a reputed consulting firm with multiple specializations, experience and expertise in Project Management Services in Multi storied buildings, road and highways, water supply works (WTP, Internal/External water supply), sanitary works (ETP,STP), Electrical works (External/Internal Electrification, HVAC, Lifts/Elevators), Fire protection and security system, Landscape Architecture etc.. The Project Management consultant should be in the aforesaid projects in India or abroad for a period of minimum **seven years** ending March 31, 2017.

The applicant should have completed Project Management Consultancy services for works (mentioned in 4.1) in India during **last seven years**, as per the below mentioned criteria.

4.2 The applicant should have completed Project Management Consultancy services for works within last seven years as per the below mentioned criteria. As per the experience furnished by the applicant, firms will be empanelled category wise with the eligibility criteria mentioned below.

❖ **Category A**

Firms under this category will be considered for works without any financial limit.

Eligibility conditions:

1. Firm should have completed engineering consultancy works in civil nature as explained in Clause 3.

Three similar works each of value not less than ₹ 40 Crores.
OR
Two similar works each of value not less than ₹ 60 Crores.
OR
One similar work of value not less than ₹ 80 Crores.
2. One work of any nature (either part of (1) above or a separate one) costing not less than ₹ 40 Crores with some Central/State Government Department/Central Autonomous Body/ Central Public Sector Undertaking.
3. Firm should have completed at least one engineering consultancy works costing not less than ₹ 2 crores in Electrical nature within last 7 yrs.

❖ **Category B**

Firms under this category will be considered for all the works upto ₹ 50 crores.

Eligibility conditions:

1. Firm should have completed engineering consultancy works in civil nature as explained in Clause 3.

Three similar works each of value not less than ₹ 20 Crores.
OR
Two similar works each of value not less than ₹ 30 Crores.
OR
One similar work of value not less than ₹ 40 Crores.
2. One work of any nature (either part of (1) above or a separate one) costing not less than ₹ 20 Crores with some Central/State Government Department/Central Autonomous Body/ Central Public Sector Undertaking.
3. Firm should have completed atleast one engineering consultancy works costing not less than ₹ 1 crore in Electrical nature within last 7 yrs.

❖ **Category C**

Firms under this category will be considered for all the works upto ₹ 25 Crores.

Eligibility conditions:

1. Firm should have completed engineering consultancy works in civil nature as explained in Clause 3.

Three similar works each of value not less than ₹ 10 Crores.

OR

Two similar works each of value not less than ₹ 15 Crores.

OR

One similar work of value not less than ₹ 20 Crores.

2. Firm should have completed at least one engineering consultancy works costing not less than ₹ 50 Lakhs in Electrical nature within last 7 yrs.

❖ **Category D**

Firms under this category will be considered for all the works upto ₹ 10 Crores.

Eligibility conditions:

1. Firm should have completed engineering consultancy works in civil nature as explained in Clause 3.

Three similar works each of value not less than ₹ 4 Crores.

OR

Two similar works each of value not less than ₹ 6 Crores.

OR

One similar work of value not less than ₹ 8 Crores.

2. Firm should have completed at least one engineering consultancy works costing not less than ₹ 25 Lakhs in Electrical nature within last 7 yrs

4.3 The eligible consultant shall be required to submit self attested copies of the following along with the application.

- i. Copy of registration certificate of the firm.
- ii. Documents supporting the claim as per the above including the appointment letter / work order or contract agreement and letter of successful completion from the client.
- iii. Details of Permanent Account Number (PAN)
- iv. Service tax registration certificate

5. Instructions & Guidelines for Submission of Application for Selection of Project Management Consultants

- 5.1 The document can be downloaded from our website at www.kinfra.org
- 5.2 Any addendum/corrigendum relating to this EOI will be published in KINFRA website only & these will be part of the tender.
- 5.3 The applicant must submit a non-refundable processing fee (Tender fee) of Rs 5000/- in the form of DD drawn in favour of KINFRA, payable at Trivandrum.
- 5.4 Application with annexures I to VI shall be submitted in sealed envelope super scribing “**Expression of Interest for selection of Project Management Consultants**”, on or before **23/05/2017 up to 5:00PM** in the office of the **Managing Director, KINFRA House, TC 31/2312, Sasthamangalam, Thiruvananthapuram - 695 010.**
- 5.5 The application shall be signed by the authorized person (s) of the firm. All pages of the EOI document shall be signed and seal affixed by the applicant.
- 5.6 The application shall be submitted only as per the enclosed format (s) along with annexure, along with Self-attested documentary proof(s) in respect of the details furnished in the application form. The intending firms shall also submit the list of such projects where due to any disputes/litigation was invoked and or the consultancy services were abandoned/suspended by the client(s). Suppression of any information in this regard may lead to disqualification of the Firm concerned, if such information comes to the notice of KINFRA, subsequently incomplete applications will be summarily rejected.
- 5.7 KINFRA reserves the right to accept or reject any application or cancel this EOI process without assigning any reason or incurring any liability thereof.
- 5.8 Firms having experience in designing Green Buildings as per GRIHA norms or equivalent recognized Indian/International norms should give details of such works carried out by them in the last five years. This will be considered as plus point.
- 5.9 Summary of regular/permanent professional employees and key Personnel including the nature of specialization, qualifications and experience should be enclosed along with certificates.
- 5.10 Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.
- 5.11 The Empanelment shall be valid for a period of 03 (Three) years from the date of empanelment. The validity period may be extended further at the discretion of KINFRA. Performance of the empanelled consultants will be reviewed annually and consultants are liable to be removed from empanelled list, if their performance found unsatisfactorily.

- 5.12 Applicants for have successfully fulfilled minimum criteria shall be eligible to apply. Certified copies of award letters or work order or contract agreement or completion certificate from the client (Certificate issued by an officer not below the rank of Executive Engineer or equivalent) should be enclosed.
- 5.13 EOI submitted by firms formed as joint ventures for the purpose of participating in this particular EOI is not eligible.
- 5.14 KINFRA shall not be responsible for any delay/ loss of documents or incorrect filling of application form and annexures I to VI of the application. Also KINFRA Shall not be responsible for delay/ non receipt of filled-in application form along with documentary proofs sent by registered post.
- 5.15 KINFRA reserves the right to modify the criteria and take its own decision if so required.
- 5.16 The evaluation of the applications submitted by the firms shall be undertaken based on details submitted by them strictly as per requirement of this EOI document. No clarification/additional information in this regard will be sought from the applicants. Applicants shall not be required to submit their own, additional information or material subsequent to the date of submission and such material if submitted will be disregarded. It is therefore essential that all the details are submitted by the applicants accurately and specifically as per requirement of this EOI. However, KINFRA reserves the right to ask any clarification from the applicants for details submitted if it so desires during evaluation.
- 5.17 Empanelment do not assure awarding/selection for any work.
- 5.18 CONFLICT OF INTEREST**
- 5.18.1 An 'Applicant' (Sole Proprietor Firm or Any member of the Consortium) shall not have a conflict of interest, as defined hereunder that may affect the Selection Process.
- 5.18.2 The Applicant shall provide professional, objective and impartial advice and at all times hold KINFRA's interests paramount, avoid conflicts with next level of assignments for carrying out Consultancy. The Applicant shall not accept or engage in any assignment with KINFRA, that would be in conflict with its prior or current obligations to other employers, or that may place it in a position of not being able to carry out the assignment in the best interests of KINFRA.
- 5.18.3 Without limiting the generality of the above, an Applicant shall be considered to have a Conflict of Interest, if;
- Such applicant (or any constituent thereof) and any other Applicant (or any constituent thereof) have common controlling shareholders or other ownership interest, provided that this qualification shall not apply in cases where the

direct or indirect shareholding in an Applicant or a constituent thereof and in other Applicant(s) (or any of its constituents) is less than 5% of its paid up and subscribed capital; or

- A constituent of such Applicant is also a constituent of another Applicant; or
- Such Applicant has the same authorized representative for purposes of this Application as any other Applicant; or
- Such applicant has a relationship with the prospective developer (to be engaged by KINFRA) either directly or through third parties who may bid as developer based on the proposal prepared by KINFRA's empanelled consultant for that particular assignment. The applicant or its subsidiaries shall not take up any assignment which results in conflict with the present assignment.

5.18.4 If any time during evaluation of proposals or during execution of consultancy contract, any Applicant is found to have a Conflict of Interest, he shall be disqualified. In the event of disqualification , KINFRA shall forfeit and appropriate the Bid Security compensation and damages payable to KINFRA for, inter alia, the time, cost and effort of KINFRA including consideration of such Applicant's Proposal, without prejudice to any other right or remedy that may be available to KINFRA hereunder or otherwise.

5.18.5 Any clarification required by applicant firms on the invitation of EOI, shall be sent from official e-mail id only, addressed to kinfraannexe@gmail.com , within 10 days from the date of publishing. (or contact 0471-272781/82 on all working days from 10am to 5pm)

6. Evaluation Criteria

6.1 Following points are considered for evaluation:

- i. Organisational Details.
- ii. Experience of Consultancy assignments completed.
- iii. Consultancy assignments in progress.
- iv. Award winning Projects GREEN building for which GRIHA/ Indian/International standards rating earned.
- v. Experience in industrial parks with special emphasis to theme based parks.

6.2 The marks shall be decided by a duly constituted Committee on the basis of predetermined criteria and where it is not possible to do so, based on their own judgment. The evaluation carried out by the said Committee shall be final and binding.

6.3 Submission of satisfactory completion certificate from previous clients preferably from Govt/ public sector organizations.

-
- 6.4** For each works a quote will be invited from the appropriate Category empanelled firms. Work is awarded to the firms who quotes lowest rate.
- 6.5** KINFRA reserves the right to modify the criteria and take own decision if so required.

APPLICATION FORM FOR EMPANELMENT

INFORMATION TO BE FURNISHED BY THE APPLICANTS

SI No	Particulars	Details
1	Name of Organization	
2	Address	
	Mobile No.	
	Telephone No.	
	Fax No.	
	E-mail ID	
3	Organization Details	Annexure I
4	List of Consultancy assignments completed in the last seven years ending 31 st March, 2017	Annexure II
5	List of Consultancy assignments in progress(Civil/Electrical)	Annexure III
6	List of works for which GRIHA /International ratings for Green buildings	Annexure IV
7	Undertaking	Annexure V
8	Details to be submitted in the covering letter	Annexure VI

Place

Signature of the Applicant

Date

Name & Designation

Annexure I

ORGANISATIONAL DETAILS

Sl.No	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship/ Partnership/ Any other)	
3	Details of Enlistment as Consultancy Firm	
4	Empanelment with Govt. Organizations (Mention names along with copies of empanelment letters)	
5	Name, Designation, Academic Qualification , Experience of	
	a. Key Personnel*	
	b. Others**	
6	Address and phone numbers of Head and Key personnel	

*The Team Head should be a Civil Engineering graduate with minimum 15 years of Post qualification experience.

**Project Managers- minimum 10 years of experience.
 Site Engineer- minimum 5 years of experience.
 Supervisor- minimum 3 years of experience.

Place

Signature of the Applicant

Date

Name and designation with seal

Annexure II

LIST OF CONSULTANCY ASSIGNMENTS COMPLETED IN LAST 07 YEARS ENDING 31st March, 2017

Sl.No	Name of Work/Project with address	Short Description of Consultancy assignments	Name and Address of owner/client	Cost of work/Project	Date of start of work/project		Date of completion of work/project		Bonus issued/Liquidated damages if any imposed on Consultant	Any other relevant information
					Stipulated	Actual	Stipulated	Actual		

NOTE:

Work/Project means PMC work. The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/client.

Place

Signature of the applicant

Date

Name and designation with seal

Annexure III

LIST OF CONSULTANCY ASSIGNMENTS IN PROGRESS (CIVIL/ELECTRICAL)

Sl.No	Name of Work/Project with address	Short description of Consultancy assignment	Name and address of Owner/Client	Cost of work/Project	Date of Start of Work/Project	Date of Completion of Work/Project	Status of work	Expected date of completion	Any other Relevant Information

NOTE:

Work/Project means PMC work. The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or certificates.

Place

Signature of the applicant

Date

Name and designation with seal

Annexure IV

List of works for which GRIHA/International ratings for Green buildings

Name of project done during last 7 years	Details of work done under the project (Land Development, building, Roads etc.)	Cost of project/Date of commencement /period of completion/ Date of completion	Status of the project (whether completed/ ongoing)	Name and address of client for whom the project was executed	Details (no.& date) of certificate (in original) issued by the client(to be attached)

Signature

Name and designation with seal

Annexure V

TO WHOM SO EVER IT MAY CONCERN

1. It is certified that our firm.....is having in-house capability of carrying out **Project Management Consultancy services** as laid down in Clause 3.0 of the Notice Inviting Expression of Interest (EOI) for **'Empanelment of Project Management Consultants for KINFRA Projects work'**.
2. It is certified that our firmis not blacklisted by any Central/State Govt Departments/ PSUs/ Autonomous and statutory bodies.
3. It is further certified that all information/data furnished in the application form and annexures for Empanelment are true to the best of our knowledge and belief.

Date

Signature of the applicant

Place

Name and designation with seal

Annexure VI

DETAILS TO BE SUBMITTED IN THE COVERING LETTER

- 1) Name of Firm :
- 2) Mailing Details of Firm :
- a) Address :
- :
- b) Tel No. :
- c) Fax No. :
- 3) E-mail ID of Firm :
- 4) Contact details of the applicant :
- a) Name :
- b) Designation :
- c) Mobile No :
- d) Tel. No :
- 5) Details of non-refundable processing paid :
- a) Amount :
- b) DD No. :
- c) Details of Bank :

Date

Signature of the applicant

Place

Name and designation with seal