

**Inviting Quotations for the
Selection of Agency for Printing and Installation of hoardings at
different locations in Kerala for International Conference &
Exposition on Coconut - 2019**



23rd July 2019

**KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT
CORPORATION**

(A Statutory Body of Government of Kerala)

KINFRA Corporate Head Office, KINFRA House, TC 31/2312, Sasthamangalam P.O,
Thiruvananthapuram, Kerala, India - 695 010

| Tel: 0471-2726585 | Fax: 0471-2724773 | Web: www.kinfra.org |

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1. DISCLAIMER

- a. This document is not an agreement and is neither an offer nor invitation by Client (KINFRA) to the prospective applicant (Bidder) or any other person. The purpose of this document is to provide interested applicants with information that may be useful in the formulation of proposal pursuant to this document. The information is not intended to be exhaustive. Bidders are required to make their own inquiries and satisfy themselves regarding the completeness and reliability of the information and not to rely solely on the information in this document.
- b. Neither KINFRA nor their employees, consultants, advisors or agencies make any representation or warranty as to the accuracy, adequacy, correctness, completeness or reliability of the document and any assessment, assumption, statement or information contained therein or deemed to form part of this document. Each prospective applicant should conduct its own investigations and analysis and check the accuracy, adequacy, correctness, completeness or reliability of the information in this document and obtain independent advice from appropriate source before submission of the proposal against this document.
- c. KINFRA may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this document.
- d. Neither KINFRA nor their employees, consultants, advisors or agencies will have any liability to any prospective bidder or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this document.
- e. KINFRA reserves the right to reject any or all of the proposals submitted in response to this document at any stage without assigning any reason whatsoever. KINFRA also reserves the right to hold, withdraw or cancel the process at any stage under intimation to the applicants who submit the

proposal against this document.

- f. KINFRA reserves the right to modify or amend or add to any or all of the provisions of this document or cancel the present invitation and call for fresh invitations.
- g. Neither KINFRA nor their employees, consultants, advisors or agencies will have any liability in case of non-receipt of any correspondence from them to the applicants due to postal delays.
- h. The applicable laws for the purpose are the laws of INDIA. Courts of Kerala will have the jurisdiction concerning or arising out of this document.
- i. **Any addendum/corrigendum will be published in KINFRA website.**

2. ABOUT KINFRA

- Kerala Industrial Infrastructure Development Corporation (KINFRA) is a statutory body formed by the Government of Kerala in 1993, by an Act of State Legislature for facilitating the development of industrial infrastructure in the State. KINFRA has played a pioneer role in developing industrial infrastructure in the State of Kerala.
- KINFRA has a very successful track record in setting up 24 industrial parks across Kerala for facilitating the development of the industry in the State.
- KINFRA has taken the initiative of promoting the concept of 'Theme Based Parks' since its inception in 1993. After understanding the needs of a particular industry, KINFRA identifies common needs and accordingly provide common facilities to promote the concept of 'shared infrastructure' as a facilitating measure to attract investors of that particular industry. Theme Based Parks already commissioned by KINFRA include Industrial Parks for Garments, Entertainment, Footwear, Exports based industry, Biotechnology, Food processing and SME industrial sector etc.
- KINFRA promotes a proactive approach to environmental protection and Pollution-free ecosystem in all their parks.
- KINFRA also provides exclusive single window clearance facility for units in its

Parks for obtaining regulatory licenses and clearances.

3. PROJECT DETAILS

Government of Kerala is organizing the International Conference and Exposition on Coconut on 17th & 18th of August 2019, at Hotel Taj Gateway, Kozhikode, Kerala. The event is being coordinated by Industries Department, KSIDC & State Planning Board. The conference & Exposition envisage the development of a Strategy for creating a sustainable growth of the coconut sector with regard to production, productivity & value addition of coconut, and also its allied products.

The conference is intended to be a platform for farmers in coconut sector to gather inputs on latest technical advancements, and also for processors, manufacturers, suppliers, fabricators and entrepreneurs in the sector to showcase their products and services. The conference is envisaged to have presentations, plenary sessions, breakout sessions, panel discussions etc. The exposition is also envisaged to be the centre stage for business houses to showcase the latest technologies and innovations in the sector.

4. OBJECTIVE

To select a prospective Agency for the Printing & Installation of hoardings at different locations in Kerala highlighting the Coconut Sector of Kerala for the International Conference and Exposition on Coconut. The conference & Exposition envisage the development of a Strategy for creating a sustainable growth of the coconut sector with regard to production, productivity & value addition of coconut, and also its allied products.

5. SCOPE OF WORK

- Identify place with maximum visibility for placing of hoarding for effective promotion of the event
- Printing of hoarding material related for the event. Approved design template will be provided by KINFRA
- Supply of Iron frames and related material for the hoarding
- Installation of the flex hoarding at the identified locations on or before

31st July, 2019 till 20th August, 2019 (the completion of the event)

- Locations for hoarding:

SI No.	District	Locations
1	Thiruvananthapuram	Secretariat
2	Thiruvananthapuram	Uloor
3	Ernakulam	Cochin Airport VIP road
4	Kozhikode	Calicut Airport exit
5	Kozhikode	Thondayad
6	Kozhikode	CH Overbridge
7	Kozhikode	Mavoor Road junction
8	Kozhikode	Kuttiyadi
9	Kannur	Opposite Kalyan Silks/ Caltex junction
10	Kannur	Kannur Airport

6. DIRECTIVES TO BIDDERS FOR SUBMISSION OF QUOTATION

6.1 ENQUIRIES CONCERNING THE QUOTATION

All enquiries should be submitted on the following address in writing, by letter or e-mail:

ADDRESS: Managing Director, KINFRA
KINFRA house, 31/2312,
Sasthamangalm,
Thiruvananthapuram- 695010,
Kerala
Tel: 0471 2726585
Email:mail@kinfra.org

Note: All the communication from KINFRA will be through email only. Any corrigendum/addendum/Clarification will be published in the website of KINFRA only.

6.2 TENTATIVE SCHEDULE FOR BIDDING PROCEDURE

The tentative schedule of the bidding procedure is as follows. The schedule is subjected to change at the discretion of KINFRA.

SL.No.	Milestone	Date
1	Release of Quotation	23 rd July, 2019
2	Submission of Bid	25 th July 2019, 3.00 PM
3	Issue of Work Order	26 th July 2019
4	Installation of Hoarding	On or before 31 st July, 2019 till 20 th August, 2019

6.3 ELIGIBILITY CRITERIA

- The Bidder should be a Legal Entity i.e. Legal Entity of the firm i.e. Sole Proprietorship, Private Limited/ Public Sector Undertaking/ Limited Company/ Partnership firm/ LLP operational for the last 5 Years
- Experience in placing hoardings and advertisements
- The Bidder should not have been blacklisted by any Central/State Government Organization or PSU for any corrupt and fraudulent practice. An Undertaking by the Authorized Signatory on the letter head of the Bidder should be submitted as a part of Technical Offer
- Consortium is not allowed in this project

Quotation to be submitted in the following Format duly signed by the authorized representative.

Sl.No.	Description	Details
1	Name of the applicant and address with email, phone etc.	
2	Main area of Business	
3	Proof for Expertise in the concerned sector	
4	Major Products being Manufactured at present or activities/ services.	
5	Location of Corporate Office /registered Office	

Following Documents to be submitted along with the quotation (certified copy):

1. Brief write up about the Company/ Promoters/LLP Profile/ Firm
2. Copy of latest GST Return
3. PAN Card Copy

4. Self-Certification stating that the Company/ LLP/Firm or its Subsidiaries / Individual/ Associates are not Debarred / Blacklisted by any Central / State Governments, Government Departments, Government Bodies or PSUs.
5. Copy of MOA and AOA/ Partnership deed and certificate of incorporation/ registration in case of firms.
6. Any other detail which the Applicant Company/ Firms feels relevant in this regard.

6.1 SUBMISSION OF BID

The Technical Bid and Financial Bid should be submitted by the bidders, along with supporting documents and EMD to Managing Director, KINFRA on or before the due date, at the address provided in the document. Bids submitted through E-Mail will not be accepted.

The bidder shall submit the details in the format mentioned in the annexure.

6.2 EARNEST MONEY DEPOSIT

- The bidder must submit an interest free Earnest Money Deposit (EMD) of **Rs. 5,000.00/- (Rupees Five Thousand only inclusive of GST)** by way of Demand Draft (DD) drawn in favour of Managing Director, KINFRA payable at Trivandrum along with the Technical bid in a cover super scribed “Earnest Money Deposit”. **The bids not accompanied by EMD will be summarily rejected.**
- The EMD of all unsuccessful bidders will be refunded within a period of thirty (30) days from the date of awarding work to the successful bidder. The EMD of any bidder, whose bid is rejected on account of being non-responsive or non-reasonable in accordance with the proposal, will be refunded within a period of thirty (30) days from the date of intimating the rejection of bid by KINFRA to the bidder.

6.3 SEALING AND MARKING OF BIDS

- The bidder would provide all the information as per this document, and

KINFRA would evaluate only the bids received in the required format. The Technical Bid and Financial Bid should be separately submitted in sealed envelopes, super scribed “Technical Bid” and “Financial Bid” respectively in separate envelopes. In the envelope super scribed ‘Technical Bid’ should contain Pre-qualification Criteria and Technical Evaluation Criteria, and the Bidder should also enclose the envelope containing the EMD in this envelope. Both these envelopes (envelope super scribed ‘Technical Bid’ and envelope super scribed ‘Financial Bid’) should be enclosed in another sealed envelope super scribed **“Quotation for the Selection of Agency for Printing and Installation of hoardings at different locations in Kerala for International Conference & Exposition on Coconut - 2019”**.

- The envelope shall be addressed to:

ADDRESS: **The Managing Director,
KINFRA, KINFRA House, 31/2312
Sasthamangalam, Thiruvananthapuram-695010
Kerala, India.
Tel No: 0471 2726585**

- KINFRA assumes no responsibility for the misplacement or premature opening of the bids submitted, if the Sealing and Marking is not as per the requirement. KINFRA will not be responsible for any postal delays or delay in transit for submitting the Bids.

7. SUBMISSION OF BID

The Technical and financial bid envelopes for the project should be enclosed in a sealed envelope superscribed **“Quotation for the Selection of Agency for Printing and Installation of hoardings at different locations in Kerala for International Conference & Exposition on Coconut - 2019”**and should reach in the address given below on or before **25th July, 2019 before 3 p.m.** Submission of Quotation through email will not be accepted.

ADDRESS: **The Managing Director,
Kerala Industrial Infrastructure Development
Corporation (KINFRA),
KINFRA House, 31/2312
Sasthamangalam, Thiruvananthapuram-695010
Kerala, India.
Tel No: 0471 2726585**

Annexure

Financial bid format

The Financial Bid shall be submitted in the below mentioned format

SI No.	District	Locations	Width(ft)	Height(ft)	Area	Type(Lit/Non lit)	Rate of hoarding for 20 days	Rate per sqft for printing	Total Rate for flex printing	Grand Total (excluding GST)
1	Thiruvananthapuram	Secretariat								
2	Thiruvananthapuram	Uloor								
3	Ernakulam	Cochin Airport VIP road								
4	Kozhikode	Calicut Airport exit								
5	Kozhikode	Thondayad								
6	Kozhikode	CH Overbridge								
7	Kozhikode	Mavoor Road junction								
8	Kozhikode	Kuttiyadi								
9	Kannur	Opposite Kalyan Silks/ Caltex junction								
10	Kannur	Kannur Airport								
						Total				
						Grand Total (in words)				