

KINFRA DEFENCE PARK, PALAKKAD, KERALA

REQUEST FOR PROPOSAL (RFP)

SELECTION OF PROJECT MANAGEMENT CONSULTANT (PMC)



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

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DISCLAIMER

1. This RFP 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 RFP is to provide interested applicants with information that may be useful in the formulation of proposal pursuant to this RFP. 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.
2. 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 RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP. Each prospective applicant should conduct its own investigations and analysis and check the accuracy, adequacy, correctness, completeness or reliability of the information in this RFP document and obtain independent advice from appropriate source before submission of the proposal against this RFP.
3. 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 RFP.
4. 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 RFP document.
5. KINFRA reserves the right to reject any or all of the proposals submitted in response to this RFP 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 RFP.

6. KINFRA reserves the right to modify or amend or add to any or all of the provisions of this RFP document or cancel the present invitation and call for fresh invitations.
7. 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.
8. The applicable laws for the purpose are the laws of INDIA. Courts of Kerala will have the jurisdiction concerning or arising out of this RFP document.
9. The applicants are expected to know the relevant rules and regulations of the respective local authorities concerning the site, master plan and the construction works.

DEFINITIONS

- **Application/Bid** shall mean the response to this RFP with all documents as specified.
- **Client** shall mean KINFRA, its authorized agencies and assignees.
- **Applicant(s)/Bidder(s)** shall mean all Companies/Firms who respond against this RFP.
- **KINFRA** shall mean Kerala Industrial Infrastructure Development Corporation, a statutory body formed by the Government of Kerala (GoK), represented by its Managing Director which expression unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors and assignees.
- **PMC (Project Management Consultant)** shall have the same meaning as successful applicant and with whom the contract agreement would be signed.
- **LOA (Letter of Award)** shall mean the letter issued by KINFRA to the successful applicant inviting him to sign the contract agreement.
- **Contract Agreement** shall mean the agreement to be signed between the PMC and KINFRA for the execution of the project.
- **Site** shall mean the place where the location of the KINFRA Defence Park for which the services as mentioned under the scope of work for the project are to be carried out.

- **Bid Evaluation Committee (BEC)** shall mean a team of Technical/Financial/Legal or any other expert constituted by KINFRA for evaluation of documents /presentations submitted by the applicants in response to the RFP.
- **KDPP – KINFRA DEFENCE PARK, PALAKKAD**
- **The Project** means development of KINFRA Defence Park with all enabling facilities.

1. INTRODUCTION AND BACKGROUND

- 1.1 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.
- 1.2 KINFRA has a very successful track record in setting up 22 industrial parks across Kerala for facilitating development of the industry in the State.
- 1.3 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. Examples of 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.
- 1.4 KINFRA promotes a proactive approach to environmental protection and Pollution-free ecosystem in all their parks.
- 1.5 KINFRA also provides exclusive single window clearance facility for units in its Parks for obtaining regulatory licenses and clearances.

2. INVITATION FOR BIDDING

- 2.1 KINFRA intends to select a **‘Project Management Consultant (PMC)’** through a transparent, competitive bidding process and invites Technical and Financial Bids from reputed consultants in accordance with this **“Request for Proposal”** to prepare Detailed Estimate and assistance in full implementation of the project, till its completion.
- 2.2 The document can be downloaded from our website at **www.kinfra.org**. A non-refundable Bid Document fee of Rs.15,000/- + Service tax (Fifteen Thousand + Service tax) should be enclosed with the application (Technical Bid) by DD, in favour of **The Managing Director, KINFRA**, payable at Trivandrum, in a cover super scribed **“ Bid Document Fee for KINFRA**

Defence Park, Palakkad". Applications not accompanied with Bid Document fees shall be summarily rejected.

2.3 In this RFP, the term "Bidder" refers to the interested agency and who subsequently submits Technical Bid and Financial Bid as per this RFP.

2.4 The Bidders for PMC have to submit their Technical Bid and Financial Bid in the prescribed format as per this RFP. The cost of preparation of bids and related expenses has to be borne by the Bidder. The bidders also will not be eligible for reimbursement of any travel expenses for attending meetings for making presentation or any other purposes.

2.5 The Bidder shall also furnish an Earnest Money Deposit (EMD) of **Rupees Five Lakhs only (Rs:5,00,000/-)** by way of **Demand Draft** drawn in favour of **Managing Director, KINFRA** payable at **Trivandrum** along with the Technical Bid in a cover super scribed "**Earnest Money Deposit**".

2.6 The Technical Bid and Financial Bid in the prescribed formats along with supporting documents and the EMD should be submitted to Managing Director, KINFRA as per the schedule given below. Bids not in the format as prescribed in this RFP document and not accompanied by EMD shall be summarily rejected.

2.7 An agreement will be executed with the successful bidder to proceed with the engagement of PMC.

2.8 The Bidders shall be deemed to have conducted a due diligence exercise and satisfy themselves with respect to all aspects of the project, including site visit, when they submit the bids. Interested parties shall visit and inspect the site at their own expense. Failure to investigate fully the site or subsurface conditions shall not be a valid ground for the bidder to subsequently alter the terms of his bid nor shall it relieve the Bidder from any responsibility for successfully completing the PMC assignment.

2.9 Correspondence in response to this RFP as well as related queries must be addressed to Managing Director, KINFRA, KINFRA House, 31/2312, Sasthamangalam, Thiruvananthapuram-695010, Kerala, Tel 0471 2726585, Fax 0471 2724773 Email: prkinfra@gmail.com & rfp.query@outlook.com.

3. ABOUT THE PROJECT

3.1 The proposed project envisages providing complete green/eco-friendly infrastructure facility for the establishment of KINFRA Defence Park. The project is intended to create a Defence Park with all modern facilities exclusively for Manufacture / Testing with Assistance from Government of India under 'Modified Industrial Infrastructure Upgradation (MIIU)' Scheme. The scheme is implemented by Department of Industrial Policy and Promotion.

3.2 Kerala Industrial Infrastructure Development Corporation (KINFRA) has acquired the land for development in Palakkad having easy access of Road ways, Railways, Airport and Sea port. KINFRA has earmarked 60 acres of land for setting up Defence Park (KDPP) at Ottappalam, Palakkad in Kerala.

3.3 The Industrial units in the Park will be given shared infrastructure facilities of the Defence Park. KINFRA proposes to develop infrastructure facilities in the proposed Defence Park which includes dedicated power, continuous water supply, roads, plots for establishing industries and offers plug and play arrangement for easy start-up of Industrial units at minimum cost and time. It is also being envisaged to create facility for instant global access through a state-of-the-art communication network.

3.4 Proposed Common Facilities and Amenities

CATEGORY	DETAILS
Common Facilities	<ul style="list-style-type: none"> • Conference Hall • Training Room • Training and Logistics Counter • Compressed Air Facility • Paint Booth • Rapid Prototyping • Electrical Workshop for winding, baking and testing etc.

	<ul style="list-style-type: none"> • Testing and Quality Assurance • Lab (NABL Accredited) • Warehouses • Tool Room • Technical Library • Defence QA Office space
Common Amenities	<ul style="list-style-type: none"> • Canteen • Clinic • Bank / ATM • Gymnasium • Sports Courts • Logistics movement support

3.5 KINFRA now intends to select a Project Management Consultant (PMC) for the implementation of the project as per the “Terms of Reference” given below.

3.6 ESTIMATED PROJECT COST

Item	Phase 1	Phase 2	Phase 3
Estimated Project Development Cost	Rs.191 Crores	Rs. 184 Crores	Rs. 184 Crores
		<i>Phase 2 & 3 is not part of this RFP.</i>	

4. TERMS OF REFERENCE

- 4.1.1 The PMC shall be entrusted with rendering services to the KINFRA Defence Park Project with respect to technical, financial and management aspects of the Project.
- 4.1.2 The PMC shall be entrusted with preparation of Detailed Estimate based on the broad concept design and cost details provided by KINFRA. Detailed Estimate shall include Detailed Drawing, BoQ, Structural Design, Soil Test etc.(refer deliverables).
- 4.1.3 The PMC shall do the Financial Planning for the project in accordance with requirements and guidelines of the Modified Industrial Infrastructure Upgradation (MIIU) Scheme.
- 4.1.4 The PMC shall facilitate for meeting the requirements of bank/financial institutions for getting term loan for the project if required.
- 4.1.5 The PMC should prepare legible layout of the proposed site, site analysis for elements like soil analysis, flood history, on-site features etc. for realistic cost estimates of land development and construction.
- 4.1.6 The PMC is responsible for entire architectural component of the project work. The PMC should also provide the details regarding the common facilities and common technical infrastructure required with estimated investments therein. This would include the developing of the Master Plan (Based on the broad concept design and cost details provided by KINFRA) along with sectional drawings and building plan with legends giving clear picture /title of drawings and other relevant details. This would also include detailed engineering and design including preparation of detailed cost estimates for various project components/facilities envisaged in the KINFRA Defence Park Project. The civil construction cost estimates shall be certified by PMC while cost estimates for plant and machinery shall be backed by quotations from reputed equipment and machinery suppliers in line with scheme requirements.
- 4.1.7 The above clause shall be broadly divided as follows:
- a. Master Plan: To be based on the broad concept design and cost details provided by KINFRA

- b. Preliminary Drawings and estimate: Rates to be calculated based on Delhi Plinth Area rates
 - c. Detailed Drawings and estimate: Latest Delhi schedule of rates to be followed. Wherever it is not available, market rates to be considered.
- 4.1.8 The PMC shall prepare bid documents including general and special conditions of contract and assist in selection and appointment of contractors/equipment suppliers in a transparent manner for project construction activities and supply and installation of plant and machinery.
- 4.1.9 The PMC shall monitor, oversee and supervise the work output on a day-to-day basis of the contractors/equipment suppliers in compliance of the terms and conditions of the contracts/appointments with the objective of ensuring quality, completeness and compatibility of the work carried out in relation to the project.
- 4.1.10 The PMC shall do all measurements and verify the bills related to construction and related activities and supply of equipment as required by KINFRA.
- 4.1.11 The PMC shall prepare all relevant documents related to statutory approvals for the KINFRA Defence Park Project.
- 4.1.12 The PMC shall ensure that the IGBC Rating System for Green Campuses is implemented with a Certification Level – “Certified”
- 4.1.13 The PMC shall ensure the financial closure of the project.
- 4.1.14 The PMC shall work out the implementation schedule and should meet all requirements specified by KINFRA.
- 4.1.15 The PMC shall prepare all necessary documents for the submission to Ministry in order to facilitate release of funds sanctioned under the scheme.
- 4.1.16 The PMC shall undertake full responsibility for getting all clearances from statutory authorities for KINFRA Defence Park Project. In the case of clearances from Municipality or Panchayat, the Park authority is the competent authority which will provide single window clearance. All statutory payments would be reimbursed by KINFRA against bills/challans.

- 4.1.17 The PMC shall provide periodic reports and Monthly Status Reports to KINFRA for submitting to the Ministry in the prescribed formats of the Ministry as required.
- 4.1.18 The PMC shall abide by all the clauses in the Agreement to be entered in to with KINFRA .
- 4.1.19 The key professionals with the specified qualification earmarked for KINFRA's project should be retained throughout the project period. Only in case of any contingency, the PMC can replace a person with an equally qualified one and on intimation to KINFRA.
- 4.1.20 The PMC shall keep apart experienced experts as specified, exclusively for KINFRA's project and PMC shall also state the details about the number of personnel they propose to deploy in Kerala on a full time basis during the project period. Details of minimum exclusive team to be stationed at Site throughout the Project period is as given in Clause 7.3.2
- 4.1.21 If KINFRA requests that PMC should replace team member/s in case any team member/s are found not meeting performance standards, the same should be effected by PMC to KINFRA's satisfaction.
- 4.1.22 No work shall be outsourced except for highly specialized work, for which assistance is required. And in such cases prior approval from KINFRA is required.
- 4.1.23 PMC shall obtain KINFRA's approval for any material deviation in design or specifications before any revision of Drawings already approved by KINFRA.
- 4.1.24 Sufficient soft copies and hard copies of all the deliverables are to be submitted as and when required by KINFRA
- 4.1.25 PMC shall work in tandem with the marketing consultant appointed by KINFRA for the commissioning of the project. If there is any issues/misunderstanding, it should be properly communicated to KINFRA in writing.
- 4.1.26 PMC shall give assistance in identifying an Agency and support KINFRA for carrying out Environment Impact Assessment (EIA), if required. PMC shall co-ordinate with the Agency for timely completion of the EIA and also follow up with the appropriate authorities for getting clearance. Payment to the Agency will be done directly by KINFRA.

- 4.1.27 PMC shall carry out pre-despatch inspection as well as inspection at Site of all Raw Materials and Equipment.
- 4.1.28 PMC shall arrange Weekly / Monthly meetings with the Contractors for reviewing the progress of the Project. Project Monitoring shall be done using MS Project Software.
- 4.1.29 The structural design submitted by PMC will be proof checked by KINFRA through a third party .If these designs are acceptable and needs no correction/modification as required in the relevant BIS codes, the cost of proof checking shall be borne by KINFRA. In case correction/modifications are required in the design and drawing the entire charges for proof checking shall be borne by PMC.
- 4.1.30 Contour Map of the Site is attached for reference.

5. DELIVERABLES:

5.1 Master Plan shall include the following:

- a. Site analysis Report for elements like soil analysis, flood history, on-site features etc. for realistic cost estimates of land development and construction
- b. Layout incorporating the individual components in revenue map
- c. Preliminary Drawings
- d. Preliminary Estimates

5.2 Detailed Estimate including the following:

- a. Detailed Drawings
- b. Detailed Estimates including BoQs for all components of the work
- c. Structural Drawings and Designs for all components of the work

5.3 Preparation and submission of Tender Documents, required for inviting Tenders for different components of the work, for KINFRA's approval

5.4 Evaluation of Tenders submitted by various bidders for different components of work and recommendations there on.

5.5 Financial Planning Report for the project in accordance with requirements and guidelines of the Modified Industrial Infrastructure Upgradation (MIIU) Scheme.

- 5.6 Issue of measurement books supplied by KINFRA to contractors and all measurements and verification of the bills related to construction and related activities and supply of equipment as required by KINFRA. Also to facilitate super check of measurement by KINFRA officials.
- 5.7 Submission of all relevant documents related to statutory approvals
- 5.8 Submission of implementation schedule as per the overall plan of KINFRA
- 5.9 Submission of all necessary documents for the submission to Ministry in order to facilitate release of funds sanctioned under the scheme
- 5.10 Periodic reports and Monthly Status Reports to KINFRA in the prescribed formats of KINFRA
- 5.11 Identifying an Agency and support KINFRA for carrying out Environment Impact Assessment (EIA), if required
- 5.12 Pre-despatch inspection as well as inspection at Site of all Raw Materials and Equipment.
- 5.13 Facilitate KINFRA for meeting the requirements of bank/financial institutions for getting term loan for the project, if required
- 5.14 Arrange Weekly / Monthly meetings with the Contractors for reviewing the progress of the Project. Project Monitoring shall be done using MS Project Software
- 5.15 Completion Report
- 5.16 Financial closure of the Project

Note: Clause 5 Deliverables shall be read in conjunction with clause 4 Terms of Reference

6. DIRECTIVES TO BIDDERS FOR THE SUBMISSION OF RFP

6.1 PRE-BID MEETING

6.1.1 In order to clarify and discuss the issues with respect to the Project, a pre-bid meeting shall be held with the bidders as per the schedule given below, at the conference hall of KINFRA Head office, Sasthamangalam, Trivandrum-695010

6.2 ENQUIRIES CONCERNING THE RFP

6.2.1 All enquiries should be submitted on the following address in writing, by letter or e-mail or facsimile transmission;

ADDRESS: Managing Director,
KINFRA,
KINFRA house, 31/2312,
Sasthamangalam,
Thiruvananthapuram- 695010,
Kerala
Tel: 0471 2726585
Fax: 0471 2724773
Email:prkinfra@gmail.com & rfp.query@outlook.com.

6.3 VALIDITY OF BID

Each bid shall indicate that it will remain valid for a period not less than 180 days from the due date of the submission of the bid (Bid due date). KINFRA reserves the right to reject any bid, which does not meet this bid validity requirement.

6.4 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.	ACTIVITY	DATE
1	Release of Bid	17/02/16
2	Receipt of Queries if any	26/02/16
3	Pre- Bid Meeting	02/03/16 (At 10:30 AM)
4	Submission of Bid	14/03/16 (By 03:00 PM)
5	Technical Bid opening	14/03/16 (At 03:30 PM)
6	Technical Presentation by prequalified bidders. (Tentative date)	21/03/16 (At 10:30 AM)
7	Opening of financial bid. (Tentative date)	21/03/16 (At 05:00 PM)

6.5 BID DUE DATE

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

6.6 EARNEST MONEY DEPOSIT

6.6.1 The bidder must submit an interest free Earnest Money Deposit (EMD) of Rs. 5,00,000.00 (Rupees Five Lakhs only) 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.

6.6.2 The EMD of all unsuccessful bidders will be returned 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

RFP, will be returned within a period of thirty (30) days from the date of intimating the rejection of bid by KINFRA to the bidder.

6.7 FORMAT AND SIGNING OF BIDS

6.7.1 The Technical Bids and Financial Bids are to be submitted as per the prescribed formats in Annexure A. The proposal shall be typed and printed in indelible ink and shall be signed by the Bidder or a person duly authorized to bind the applicant organization to the contract. All pages of the proposal including all Photostat copies shall be attested by the person signing the proposal. Any interlineations, erasures or overwriting shall be valid only if it they are attested by the person signing the proposal.

6.7.2 The intending firms shall also submit the list of such projects, where, due to any disputes litigation/arbitration was invoked and/or the consultancy services were abandoned/suspended by the Consultant(s). Suppression of any information in this regard may lead to disqualification of the Applicant(s) concerned, if such information comes to the notice of KINFRA. Incomplete applications will be summarily rejected. Applicants should give an undertaking certifying that the firm or its Associates / Subsidiaries has not been blacklisted or debarred by any Central/State Governments/Govt Departments/ Govt Bodies/PSU's.

6.7.3 The Bidders for PMC have to submit their Technical Bid and Financial Bid in the prescribed format as per this RFP. The cost of preparation of bids and related expenses has to be borne by the Bidder. The bidders will not be eligible for reimbursement of any travel expenses for attending meetings for making presentation or any other purposes.

6.7.4 Any addendum/corrigendum/clarification to this RFP document shall only be uploaded on the website of KINFRA and may not be communicated otherwise. Prospective bidders are therefore advised to visit KINFRA website and get updated on the latest status.

6.8 SEALING AND MARKING OF BIDS

6.8.1 The bidder would provide all the information as per this RFP, 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 in two separate sealed covers, and the Bidder should enclose the envelope containing the EMD and Bid Document Fee 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 “Selection of PMC for KINFRA Defence Park at Palakkad”.

6.8.2 The envelope shall be addressed to: *ADDRESS:*

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

6.8.3 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.

6.9 RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

Notwithstanding anything contained in this RFP, KINFRA reserves the right to accept or reject any Bid/ Bids and to annul the bidding process and reject all bids, at any time prior to the signing of the agreement without assigning any reason and without incurring any liability to the rejected Bidder/ Bidders or any obligation to inform the affected Bidder/ Bidders of the grounds for rejection.

6.10 SUCCESSFUL BIDDER

6.10.1 The successful bidder shall be selected based on the evaluation and scoring of the bid and presentation.

6.10.2 The project will be awarded to the successful bidder and the bidder would be required to sign the agreement with KINFRA within 15 days from award of work.

6.11 DEFAULT AND FORFEITURE OF EMD

6.11.1 The EMD will be forfeited under the following circumstances:

- (a) If the successful bidder does not sign the agreement as intimated by KINFRA
- (b) If the bidder withdraws his offer during the Bid validity period

6.12 DEFINITION OF TERMS & PAYMENT TERMS

6.12.1 Definition of “Completion of Project work”: It is defined as completion of all physical project work such as all civil structures, basic infrastructure facilities like road, water, power etc; as per approved master plan and all common facilities including complete installation and trial runs of all envisaged equipment. And approval by KINFRA of the Completion Report submitted by PMC.

6.12.2 The Payment Schedule Will Be As Follows –

- a) 15% as initial payment on execution of agreement against Bank Guarantee for equivalent amount from a Nationalised bank. This BG is initially for a period of 24 months. This BG will be released after the final payment on submission of Performance BG for an amount equivalent to 10% of total value of the consultancy charge and valid for 12 months.
- b) 10% on submission of Master Plan and preliminary drawings and on approval by KINFRA .
- c) 15% on submission and approval of engineering designs, drawings, plans, detailed estimates including BOQs
- d) 5% on submission of tender document based on standard tender document of KINFRA incorporating in addition any special conditions specific to this project.

e) 55% on construction supervision based on progress of work completion as given below.

55% based on progress of work completion.	10% on execution of 20% of project work.
	10% on execution of 40% of project work.
	10% on execution of 60% of project work.
	10% on execution of 80% of project work.
	5% on execution of 90% of project work
	10% on completion of 100% of project, including submission of completion report and on submission of Performance BG as elaborated above.

6.13 LIQUIDATED DAMAGES

6.13.1 In the event of a delay in completion of project work as per the implementation Schedule for which PMC is solely responsible, PMC shall pay Liquidated Damages to KINFRA at the rate of a quarter of a percent (0.25%) per day of delay, subject to a maximum of ten percent (10%) of the PMC fees.

6.13.2 Such Liquidated Damages shall be deemed to be a genuine pre-estimate of the foreseeable damages incurred by KINFRA due to delay and shall be KINFRA's sole recourse for late performance by PMC under the agreement.

6.14 CONSORTIUM

- 6.14.1 The Applicants may be a single entity or a group of entities. Maximum three entities is permitted in the Consortium.
- 6.14.2 The lead Partner should have the experience of a PMC as elaborated in the RFP
- 6.14.3 Scope of work of each entity to be clearly mentioned in the Technical Proposal. An agreement between Consortium members in this regard shall be enclosed.
- 6.14.4 Credentials of individual applicants in the case of Sole Bidder and Credentials of Consortium Members in the case of Consortium will only be considered.

7. EVALUATION OF PROPOSALS AND PROCESS OF SELECTION.

7.1 The bidder shall submit the Technical Bid and Financial Bid for evaluation. The prequalified bidders will be invited for the presentation of their proposal before the Selection Committee.

7.2 PRE-QUALIFICATION CRITERIA

7.2.1 Experience as PMC in at least one fully implemented Industrial Park Project with project cost of Rs.60 Crore and above. In the case of Consortium, Lead partner should have this experience. [Signed, dated and sealed copies of work orders and the work completion certificate/client certificate shall be submitted. Projects mentioned without supporting documents will not be considered]

7.2.2 The sole bidder/ lead partner of the bidding consortium should have annual Profit in each of the preceding 3 years starting from 2012-2013 onwards. [The Bidder shall provide copies of Audited Statement of Accounts and Balance Sheets. In case audited balance sheet is not available for the year 2014-15, Chartered Accountant certified balance sheet shall be provided].

7.2.3 The sole bidder/ lead partner of the bidding consortium should have positive net-worth in the preceding 3 years. [The details of annual turnover and annual profits may be separately provided. Copies of PAN card, Income Tax Returns related documents; Service Tax returns filed shall also be enclosed]

Net worth shall be calculated as below:

Net worth = Share Capital + Reserves & Surplus - Miscellaneous expenditure to the extent not written off

OR

Net worth = Total Assets - External Liabilities

7.2.4 Consultant or its Associates / Subsidiaries should not have been debarred/blacklisted by any Central/State Governments/Govt Departments/ Govt Bodies/PSU's. [An undertaking

in Company letter head, signed by the Authorised signatory in this regard should be submitted. In the case of Consortium, all entities should submit this undertaking]

7.3 EVALUATION CRITERIA

The Technical bids of Bidders will be evaluated based on

7.3.1 BIDDER'S EXPERIENCE AS A PROJECT MANAGEMENT CONSULTANT

- I. In the implementation of large scale projects of Rs.100 crore and above (other than experience as PMC);
- II. Experience as PMC in fully implemented *Industrial Park* with Project Cost of Rs.60 crore and above.
- III. The experience of undertaking an Industrial Park Project as Project Management Consultant(PMC), under Modified Industrial Infrastructure Upgradation (MIIU) Scheme/Industrial Infrastructure Upgradation scheme (IIUS) under Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Govt. of India, with a value of the Project cost not less than Rs.20 Crores excluding land cost. Experience in similar Infrastructure development Projects for development of Industrial Parks under various Government of India schemes also will be considered.

7.3.2 PROJECT TEAM

In-house experts with the bidder having required skill sets in Defence Manufacturing sector and allied industries, Engineering, Project Finance, Monitoring and Reporting etc i.e. covering all aspects of project i.e. Technical, Commercial, Financial and Management aspects of the project. The 'Project Team' proposed by the Bidder should include the following exclusive Team to be stationed at Site throughout the Project period.

Project Manager: Graduate in Engineering with minimum 15 year experience in Project Management.

Electrical Engineer: Graduate in Electrical Engineering with minimum 5 year experience

Civil Engineer: Graduate in Civil Engineering with minimum 5 year experience

Supervisor (Electrical): Graduate in Electrical Engineering with minimum 3 year experience or Diploma in Electrical Engineering with minimum 7 Year experience

Supervisor (Civil): Graduate in Civil Engineering with minimum 3 year experience or Diploma in Civil Engineering with minimum 7 Year experience

Supervisor (Mechanical): Graduate in Mechanical Engineering with minimum 3 year experience or Diploma in Mechanical Engineering with minimum 7 Year experience

7.3.3 Whether assignments/projects have been undertaken for Govt. of India / State Governments / PSUs.

7.3.4 Whether Bidder has existing office facilities located in Kerala.

7.3.5 Whether Bidder has attained Quality Management System Certification (ISO).

7.3.6 Whether the firm has experience in designing as per Green Building norms

7.3.7 Technical Presentation on Proposed “Methodology and Work Plan” to be adopted by the Bidder for execution of the KINFRA Defence Park project, to be made by the prequalified Bidder before the Selection Committee.

7.3.8 The technical evaluation, applying criteria mentioned above and corresponding points rating are listed as below:

SI No:	Evaluation Criteria	Maximum Marks
1.	<p><i>In providing consultancy service including DPR preparation and implementation of large scale projects of Rs.100 crore and above (other than experience as PMC)</i></p> <p><i>a) 3 or more projects – 5 Marks</i></p> <p><i>b) upto 2 projects – 3 Marks</i></p>	5

<p>2.</p>	<p><i>Experience as PMC in fully implemented Industrial Park with Project Cost of Rs.60 crore and above.</i></p> <p><i>a1). Executed project above Rs.100 crore – 10 Marks</i></p> <p style="text-align: center;">OR</p> <p><i>a2). Executed Project between Rs.60 to 100 crores – 7.5 Marks</i></p> <p><i>b. Number of additional projects executed (Maximum 10 Marks)</i></p> <ul style="list-style-type: none"> <i>• Above Rs.100 crore – 2.5 Mark per additional project</i> <i>• Between Rs.60 to 100 crores – 1 Mark per additional project</i> 	<p>20</p>
<p>3.</p>	<p><i>The experience of undertaking an Industrial Park Project as Project Management Consultant (PMC), under Modified Industrial Infrastructure Upgradation (MIIU) Scheme /Industrial Infrastructure Upgradation scheme (IIUS) under Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Govt. of India with a value of the Project cost not less than Rs.20 Crores excluding land cost.</i></p> <p><i>Experience in similar Infrastructure development Projects for development of Industrial Parks under various Government of India schemes also will be</i></p>	<p>20</p>

	<p>considered.</p> <p>a) 3 or more projects – 20 Marks</p> <p>b) 2 projects – 15 Marks</p> <p>c) 1 project – 10 Marks</p>	
4.	<p>Project Team (Other than the minimum exclusive Team at Site)</p> <p>Project Head – (10 Marks - Experience + No of projects done)</p> <p>a1. Total Experience - above 15 years – 7 Marks</p> <p>OR</p> <p>a2. Total Experience - 10 - 15 years - 4 Marks.</p> <p>b1. More than 1 projects in similar sector-3 Marks</p> <p>OR</p> <p>b2. 1 project in similar sector- 1 Mark.</p> <p>Business Plan Expert – (5 Marks - Experience + No of projects done)</p> <p>a1. Total Experience - above 10 years - 3 Marks.</p> <p>OR</p> <p>a2. Total Experience – 5 -10 years -2 Marks.</p> <p>b1. More than 3 projects in preparation of business plans for Industrial Parks- 2 Marks</p> <p>OR</p> <p>b2. Up to 2 projects in preparation of business plans for Industrial Parks -1 Mark.</p> <p>Architect - (5 Marks - Experience + No of projects done)</p> <p>a1. Total Experience - above 10 years - 5 Marks.</p> <p>OR</p> <p>a2. Total Experience – 5 -10 years -3 Marks</p> <p>(Note: Complete details of the team members should be submitted)</p>	20

5.	<i>Assignments/Projects undertaken for Govt. of India / State Governments / PSUs with a minimum consultancy charge of Rs.1 lakh.</i>	03
6.	<i>Office facilities in Kerala</i>	02
7.	<i>Quality Management System Certification (ISO)</i>	05
8	<i>Knowledge and Experience in developing and executing 'Green' parks/institutions/industrial areas as per IGBC guidelines</i>	05
9	<i>Presentation on "Methodology and Work Plan" to be adopted and deployment of 'Project Team'.</i> <i>a) Methodology – 8 Marks.</i> <i>b) Work Plan – 8 Marks.</i> <i>c) Deployment of manpower – 4 Marks.</i>	20
	<i>TOTAL</i>	<i>100</i>

Note: Cancelled/failed/not completed projects will not be considered for the evaluation.

7.3.9 The total technical score (TS) would be an arithmetic sum of scores obtained by the bidder for each of prescribed parameters. The total technical score would include 80 marks based on documents submitted by the bidder showing conformance to the parameters shown above and 20 marks based on presentation made by the prequalified bidder before the selection committee.

7.3.10 The bidders are requested to quote the amount in Indian Rupees for undertaking the assignment of PMC for KINFRA Defence Park Project.

7.3.11 Following methodology is used for arriving at the Financial Score (FS)

$$FS = LF/FB \times 100$$

Where LF = Lowest Financial Bid Amount

FB = Financial Bid Amount for which FS is to be evaluated.

7.3.12 Final evaluation of combined technical and financial bid shall be based on the “Final Weighted Score”.

7.3.13 In order to arrive at the “Final Weighted Score”, a weightage of 80% will be assigned for the Technical Score (marks/points scored in technical bid evaluation) and weightage of 20% will be assigned for Financial Score.

The “Final Weighted Score” will be as follows:

$$S = (0.8 \times TS) + (0.2 \times FS)$$

Where S= Final Weighted Score, TS= Technical Score, FS= Financial Score

7.3.14 The bidder scoring the highest “Final Weighted Score” shall be awarded the project.

7.3.15 KINFRA however reserves the right to reject any or all bids received, without assigning any reasons and without any liability to KINFRA.

8. FORMAT OF TECHNICAL BID AND FINANCIAL BID (As per Annexure A)

THE TECHNICAL BID SHALL INCLUDE:

- 8.1 Pre-Qualification details as per enclosed Format.
- 8.2 The Technical Bid should have a covering letter which provides information on the firm/company interested in taking up PMC for KINFRA Defence Park, Palakkad.
- 8.3 The Bidder shall provide specific information on experience of the organization in providing consultancy services, particularly for DPR preparation of large projects of Rs.100 crores or more, which have been fully implemented (other than experience as PMC for projects). Signed, dated and sealed copies of work orders and the work completion certificate/client certificate shall be submitted. Projects mentioned without supporting documents will not be considered.
- 8.4 The Bidder shall provide specific information on experience as PMC in Industrial Park Projects completed (fully implemented), which have a project cost of Rs.60.00 crores or more as evidence of the organization's ability to successfully conceptualize, implement and complete large projects in Industrial Infrastructure development including DPR preparation and implementation. Signed, dated and sealed copies of work orders and the work completion certificate/client certificate shall be submitted. Projects mentioned without supporting documents will not be considered.
- 8.5 The Bidder shall provide specific information on projects undertaken as PMC under Modified Industrial Infrastructure Upgradation (MIIU) Scheme of DIPP. The details concerning preparation of DPRs for such projects, issue of Final Approval by DIPP, availing of grant-in-aid and current status of the projects are to be provided. Those projects initially approved by DIPP, but subsequently cancelled by the Ministry will not be considered. Only projects which have secured Final Approval from the Ministry will be considered for evaluation. The projects mentioned by the Bidder should be covered under a valid agreement between the PMC and the Promoters of the project. Experience in similar Infrastructure

development Projects for development of Industrial Parks under various Government of India schemes also will be considered.

8.6 The Bidder shall indicate clearly the 'Proposed Team' earmarked for implementation of the KINFRA Defence Park project in Kerala to be based in Kerala. The minimum exclusive Team to be stationed at Site throughout the Project period is as indicated in the RFP document.

8.7 The Bidder shall provide information on projects undertaken for Govt. of India / State Governments / PSUs. The assignments may be in the nature of consultancy projects for pre-feasibility reports, detailed project reports or similar activities with a minimum consultancy fee of Rs1 lakh. Copy of work orders to be submitted.

8.8 The Bidder shall provide details of existing local offices in Kerala, if any. The details such as contact address details, number of staff, and office hierarchy structure may be provided.

8.9 The Bidder shall provide details of certifications of Quality Management System (ISO), attained by them. Copy of the certificates to be enclosed showing validity dates.

8.10 The Bidder shall provide details of Experience in developing and executing 'Green' parks/institutions/industrial areas as per IGBC guidelines. Relevant Documents as proof to be submitted.

8.11 In the case of Consortium, scope of work of each entity to be clearly mentioned

8.12 The Bidder shall make a presentation on 'Methodology and Work Plan' as well as the 'Deployment of Proposed Team' earmarked for the KINFRA Defence Park project in Kerala. The presentation on Methodology and Work Plan shall include various aspects of Detailed Estimate preparation as well as implementation of the project till its completion. The presentation should illustrate the proposed methodology to be adopted by the Bidder and should cover all aspects under 'terms of reference' including:

- Structuring of business plan for KINFRA Defence Park as a whole and for individual components(Common facilities)

- Designing and laying out of the master plans
- Planning of various contract works
- Planning of procurement of equipment
- Obtaining mandatory licenses and clearances
- Monitoring of the Project

THE FINANCIAL BID SHALL INCLUDE:

- 8.13 The Bidder should submit the quotations of professional fees in Indian Rupees. The Financial Bid should have the Total Price inclusive of all taxes.
- 8.14 No subjective condition will be accepted in the Financial Bid.
- 8.15 The formats for Technical Bid and Financial Bid as well as the format in which presentations are to be made are enclosed in Annexure A. The Bidders will strictly adhere to the presentation formats provided and no of slides for presentation shall not exceed 10 numbers. Time allowed for presentation is maximum 20 minutes.

9. IMPLEMENTATION SCHEDULE

- 9.1 The “Implementation Schedule” in brief for implementation of KINFRA Defence Park with indicative dates is given below. The bidder is required to provide detailed implementation schedule in their presentation made before the selection committee. During presentation higher weightage would be given for the proposed methodology and work plan that can ensure earlier completion of the project, than what is given in the schedule.

Particular	Time Period
Issue of work order to PMC	T1
Submission of Master Plan by PMC – T2	T1 + 30 days
Feedback on Master Plan , by KINFRA – T3	T2 + 7 days

Submission of Revised Master Plan by PMC – T4	T3 + 7 days
Approval of Master Plan by KINFRA – T5	T4 + 7 days
Submission of Detailed estimate by PMC – T6	T5 + 30 days
Feedback on Detailed Estimate, by KINFRA – T7	T6 + 7 days
Submission of Revised Detailed Estimate by PMC – T8	T7 + 10 days
Approval of Detailed Estimate by KINFRA – T9	T8 + 5 days
Finalizing Tender Documents for awarding contracts – T10	T9 + 10 days
Awarding contracts & commencement of work at site – T11	T10 + 40 days
Submission of Financial Planning Report by PMC – T12	T5 + 15 days
Submission of Implementation Schedule by PMC – T13	T5 + 15 days
Completion of work at site – T14	T11 + 530 days
Commissioning of project – T15	T14 + 45 days

ANNEXURE A

I. PRE-QUALIFICATION FORMAT

A. Experience of organization as PMC in fully implemented *Industrial Park* with Project Cost of Rs.60 crore and above.

Name of Client(Promoters)	
a) Location of Project (also include District/ State)	
b) Project Cost	
c) Project Details (Descriptions)	
d) Date of Work Order issued	
e) Date of Completion of Project	
f) Documents Submitted <ul style="list-style-type: none"> • Work Order • Client Certificate/Completion Certificate 	<p>YES/NO</p> <p>YES/NO</p>

B. Financial Details

Year	Annual Turnover	Annual Profit	Net Worth	Copy Enclosed
2012-13				YES/NO
2013-14				YES/NO
2014-15				YES/NO

Note: In case of Consortium, the above Financial details shall be furnished by each member of the Consortium. Net worth to be calculated as defined in the Pre-Qualification Criteria clause and the above statement to be ***certified by a Chartered Accountant and countersigned by Authorised signatory.***

C. Undertaking on whether the Firm or its Associates / Subsidiaries is debarred / blacklisted by any Central/State Governments/Govt Departments/ Govt Bodies/PSU's or Not

Certificate as per the below draft to be signed by the Authorised Signatory and to be provided in the Company Letter Head by all Consortium Partners.

“This is to certify that <Company Name> and its Associates / Subsidiaries has not been debarred / black listed by any Central / State Governments / Government departments / Government bodies / PSUs”

II. TECHNICAL BID FORMAT

Note: In case of Consortium the following details shall be furnished by each member of the consortium.

A. Name of the organization :

Address with contact details :

B. Experience of organization in providing consultancy service including DPR preparation and implementation of large scale projects of Rs.100 crore and above (other than experience as PMC)

a) Name of Client(Promoters)	
b) Location of Project (also include a. District/ State)	
c) Project Cost	
d) Project Details (Descriptions)	
e) Date of Work Order issued	
f) Date of Completion of Project	
g) Documents Submitted	
<ul style="list-style-type: none"> • Work Order • Client Certificate/ Completion Certificate 	<p>YES/NO</p> <p>YES/NO</p>

[Note: Repeat above data for each project]

C. Experience of organization as PMC in fully implemented *Industrial Park* with Project Cost of Rs.60 crore and above.

Name of Client(Promoters)	
a) Location of Project (also include District/ State)	
b) Project Cost	
c) Project Details (Descriptions)	
d) Date of Work Order issued	
e) Date of Completion of Project	
f) Documents Submitted <ul style="list-style-type: none"> • Work Order • Client Certificate/ Completion Certificate 	<p>YES/NO</p> <p>YES/NO</p>

[Note: Repeat above data for each project]

D. The experience of undertaking an Industrial Park Project as Project Management Consultants (PMC), under Modified Industrial Infrastructure Upgradation (MIIU) Scheme /Industrial Infrastructure Upgradation scheme (IIUS) under Department of Industrial Policy and Promotion. Experience in similar Infrastructure development Projects for development of Industrial Parks under various Government of India schemes also will be considered.

a) Name of Client(Promoters)	
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b) Location of Project (also include District/ State)	
c) Project Cost	
d) Project Details (Descriptions)	
e) Project Implementation Status (Descriptions)	
f) Date of Work Order issued	
g) Date of Completion of Project/Scheduled Date of Completion	
h) Documents Submitted <ul style="list-style-type: none"> • Work Order • Copy of Final Approval issued by concerned authority. • Client Certificate/ Completion Certificate 	YES/NO YES/NO YES/NO

[Note: Repeat above data for each project]

E. Key Professional staff proposed to be dedicated for the project:

A. Project Head	
(i) Qualification	

(ii) Experience <i>(Year-wise, Organization-wise, Assignment-wise) with special reference to similar Project)</i>	
(iii) CV Submitted	YES/NO
B. Business Plan Expert	
(i) Qualification	
(ii) Experience <i>(Year-wise, Organization-wise, Assignment wise.)</i>	
(iii) CV Submitted	YES/NO
C. Architect	
(i) Qualification	
(ii) Experience <i>(Year-wise, Organization-wise, Assignment wise)</i>	
(iii) CV Submitted	YES/NO

[Note: Repeat above data for additional personnel]

F. Assignments undertaken for Govt. of India / State Governments / PSUs

Name of Client	Project Name	Project Description	Period	Copy of Work Order Enclosed
				YES/NO
				YES/NO
				YES/NO
				YES/NO

G. Office Infrastructure in Kerala

(i) Existing office locations with contact details	
(ii) No. of Staff	
(iii) Hierarchy	
Proposed Team earmarked for KINFRA Defence Park (In addition to the minimum exclusive Team, as elaborated in the RFP, to be located at Site)	
Total Number (Provide details separately)	
In Kerala (Provide details separately)	
At Site (Provide details separately)	

H. Quality Management Certifications

Type of Quality Management Certification	Certificating Body	Certification validity From ... To ...	Copy Enclosed
1.			YES/NO
2.			YES/NO
3.			YES/NO

I. Green Certifications

Type of Certification	Certificating Body	Project details	Copy Enclosed
1.			YES/NO
2.			YES/NO
3.			YES/NO

J. Scope of Work of Consortium Partners (An Agreement between the Consortium members also to be enclosed)

Name of Consortium Members	Status	Scope of Work	Remarks
	Lead Partner		
	Consortium Partner		



	Consortium Partner		
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Name of the organization

Signed by

Seal of the organization

Designation

Date:

III. FINANCIAL BID FORMAT

A. Name of the organization :

Address with contact details :

B.

Quoted Amount (Including all taxes)	Rs. (In words)
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No subjective conditions will be accepted in the price bid.

Name of the organization

Signed by

Seal of the organization

Designation

Date:

IV. FORMAT FOR POWER POINT PRESENTATION.

Presentation should include these mandatory details in the slide without fail.

INTRODUCTION

METHODOLOGY – Including Schematic Layout.

WORKPLAN - Including Project Schedules

DEPLOYMENT OF PROPOSED TEAM

Note: Total number of slides to be restricted to 10. Time allowed max 20 minutes