

**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



Notice Inviting Tender (NIT)

(KINFRA - 6)

Tender No	:	KINFRA/MFP/29/2018-19
Name of Work	:	Landscaping Works at KINFRA Mega Food Park, Kozhippara, Palakkad
PAC	:	Rs. 57,15,248/-
EMD	:	Rs. 50,000/-
Period of Completion	:	4 Months
Bid Submission Fee	:	Rs. 2,950/- (Inclusive of GST)

KINFRA
INSPIRING GROWTH

Tender Notice



KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION (KINFRA), Thiruvananthapuram, Kerala

e-Tender

KINFRA invites item rate, online tenders from registered, competent, experienced and technically & financially sound contractors/firms for the following work:

Landscaping Works at KINFRA Mega Food Park, Kozhippara, Palakkad

PAC	Bid fee	EMD	Last Date
Rs. 57,15,248/-	Rs. 2,950/- (Inclusive of GST)	Rs. 50,000/-	21/01/2019 at 5:00PM

The tender document(s), can be downloaded from the e-Government Procurement (e-GP) website (www.etenders.kerala.gov.in). For more details visit the web site www.kinfra.org.

Place: Thiruvananthapuram

Date: 07-01-2019

Sd/-

Managing Director

KINFRA

INSPIRING GROWTH

GENERAL GUIDELINES

1. The book of “General Conditions of Contract” is applicable to both types of tenders i.e. “Percentage rate tenders and Item rate tenders”. Accordingly, alternative provisions for conditions Nos. 4, 10 & 12 of the General Rules and Directions are given in this book. The appropriate alternatives will be applicable in specific cases depending on whether this is used for percentage rate tender (KINFRA-7) or item rate tender (KINFRA-8). “General Conditions of Contract” shall be available in downloadable manner from website “www.kinfra.org”
2. KINFRA-6 abridged from KINFRA-7/8, Schedules A to F, special conditions/specifications and drawings will be issued to intending tenderers only. The standard form will not be issued along with the Tender Documents but the same shall form part of the agreement to be drawn and signed by both parties after acceptance of tender. The standard form shall be available in downloadable manner from website “www.kinfra.org”
3. The intending bidders will quote their rates in Schedule A i.e. Schedule of Quantities.
4. The proforma for registers and Schedules A to F are only for information and guidance. These are not to be filled in the Standard Form. The Schedules with all blanks, duly filled, shall be separately issued to all intending tenderers. For filling and returning in the manner prescribed. The **Schedule A** can be downloaded from website www.etenders.kerala.gov.in

kinfra
INSPIRING GROWTH

Information & Instructions to the Bidders for e-tendering (Forming part of Bid Document)

Managing Director, KINFRA invites **item rate** online tenders in **two cover bid** system for the following work in the prescribed form, from competent and eligible contractors/firms who fulfill the eligibility criteria prescribed.

NIT No	Name of work & Location	Estimated cost put to bid	EMD	Period of completion	Last date of submission of Tender document, EMD, Tender fee & Other documents as specified in Tender Notice	Time & Date of opening of Technical bid	Tender Cost
1	2	3	4	5	6	7	8
KINFRA/MFP/29/2018-19	Landscaping Works at KINFRA Mega Food Park, Kozhippara, Palakkad	Rs. 57,15,248/-	Rs. 50,000/-	4 Months	21/01/2019 at 5:00pm	24/01/2019 at 10:00am	Rs. 2,950/- (Inclusive of GST)

1. Contractors who fulfil the following requirements shall be eligible to apply.
 - (a) Should have satisfactorily completed the works as mentioned below during the last **Seven years** ending last day of the month previous to the one in which tenders are invited.
 - (i) **Three similar works** each costing not less than **Rs. 22.86 Lakhs**
 - OR**
 - (ii) **Two similar works** each costing not less than **Rs. 34.29 Lakhs**
 - OR**
 - (iii) **One similar work** costing not less than **Rs. 45.72 Lakhs**

(The definition of similar work shall mean landscaping works including supply & planting of shrub plants and trees. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion of last date of receipt of applications for bids)
2. The intending bidder must read the terms and conditions of KINFRA-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
3. Information and Instructions for bidders posted on website shall form part of bid document.
4. The tender document(s) may be downloaded free of cost from the e-Government Procurement (e-GP) website (www.etenders.kerala.gov.in). No payment is required for downloading the tender documents from the above website however a bid submission fee, as mentioned below in this document, is required to be remitted

- through online payment mechanism for e-procurement system of Govt. of Kerala. Only those bidders having a valid and active registration, on the date of bid submission, shall submit bids online on the e-GP website.
5. All bids shall be submitted online on the e-GP website only in the relevant envelope(s)/ cover(s), as per the type of tender. No manual submission of bids shall be entertained for the tenders published through e-GP system under any circumstances. However signed copies of documentary evidences as the proof of eligibility criteria shall be submitted to KINFRA in hard copies also.
 6. The e-GP system shall not allow submission of bids online after the stipulated date & time. The bidder is advised to submit the bids well before the stipulated date & time to avoid any kind of network issues, traffic congestion, etc. In this regard, KINFRA shall not be responsible for any kind of such issues faced by bidder.
 7. Ineligible bidders or bidders who do not possess valid & active registration, on the date of bid submission, are strictly advised to refrain themselves from participating in this tender. If such instances are noticed, the same shall be treated as “fake bidding” by the respective bidder and such bidder shall be blacklisted as per KINFRA rules in force. The bidders, who submit their bids for this tender after digitally signing using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed the terms and conditions including the Form/ Annexures of this tender. Mention of price details at any place other than the designated place, shall disqualify the bid and the bid shall be summarily rejected.
 8. Tender duly signed using bidder’s valid Digital Signature Certificate shall be submitted online on e-GP website www.etenders.kerala.gov.in
 9. General Conditions of Contract (KINFRA- 7/8) shall be available in downloadable manner from www.kinfra.org and shall form part of bid document.
 10. The technical bid shall be opened first on due date and time as mentioned above.
 11. The time and date of opening of Price Bid of the tender shall be intimated only to the qualified and technically acceptable bidders at a later date.
 12. Pre-Bid conference shall be held at KINFRA Integrated Industrial & Textile Park, Kanjikkode, Palakkad (Ph 0491 2568600) on 14/01/2019 at 10:30 am to clear the doubt of intending bidders, if any.

List of Documents to be scanned and uploaded within the period of bid submission:

Cover 1

- I. NIT
- II. Experience Certificate for proving the eligibility.
- III. Certificate of Registration for GST

Cover 2

- I. BoQ (Price bid)

All bidders shall submit signed copies of documentary evidences as the proof of eligibility criteria in hard copies also in sealed cover at the office of KINFRA House, Sasthamangalam on or before opening date and time of bid. (Hard copy of Price bid should not be enclosed along with these documents)

GUIDELINES FOR E-PROCUREMENT

Prospective bidders willing to participate in this tender shall necessarily register themselves with e-procurement portal (www.etenders.kerala.gov.in). The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

A). Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on www.cca.gov.in. Once, the DSC is obtained, bidders have to register on www.etenders.kerala.gov.in website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471- 2577088, 2577188, 2577388 or 0484 - 2336006, 2332262 - through email: etendershelp@kerala.gov.in for assistance in this regard.

B). Online Tender Process:

The tender process shall consist of the following stages:

- i. **Downloading of tender document:** Tender document will be available for free download on www.etenders.kerala.gov.in. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- ii. **Pre-bid meeting:** As per NIT
- iii. **Publishing of Corrigendum:** All corrigenda shall be published on www.etenders.kerala.gov.in and shall not be available elsewhere.
- iv. **Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on www.etenders.kerala.gov.in.
- v. **Opening of Technical Bid and Financial Bid:** The technical bid will be opened at same time mentioned in Information & instruction to the bidders.
- vi. Time of opening of financial bids of qualified bidders will be intimate later.

C). Tender Document Fees and Earnest Money Deposit (EMD)

The Bidder shall pay, a tender document fees and Earnest Money Deposit. The Bid security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

- i. **State Bank of India (SBI) Internet Banking:** If a bidder has a SBI internet banking account, then, during the online bid submission process, bidder shall select SBT

option and then select Internet banking option. The e-Procurement system will re-direct the bidder to SBI's internet banking page where he can enter his internet banking credentials and transfer the tender document and EMD amount.

- ii. **National Electronic Fund Transfer (NEFT)/ Real Time Gross Settlement (RTGS)**: If a bidder holds bank account in a different bank, then, during the online bid submission process, bidder shall select NEFT / RTGS option. An online remittance form would be generated, which the bidder can use for transferring amount through NEFT / RTGS either by using internet banking of his bank or visiting nearest branch of his bank. After obtaining the successful transaction receipt no., the bidder has to update the same in e-Procurement system for completing the process of bid submission. Bidder should only use the details given in the Remittance form for making a NEFT / RTGS payment otherwise payment would result in failure in e-Procurement system.

As NEFT payment status confirmation is not received by e-Procurement system on a real-time basis, bidders are advised to exercise NEFT mode of payment option at least 48 hours prior to the last date and time of bid submission to avoid any payment issues.

For RTGS the timings that the banks follow may vary depending on the customer timings of the bank branches and settlement from RBI. Bidders are advised to exercise RTGS mode of payment at least 24 hours prior to the last date and time of bid submission to avoid any payment issues.

NEFT / RTGS payment should be done according to following guidelines:

- i. **Single transaction for remitting Tender document fee and EMD**: Bidder should ensure that tender document fees and EMD are remitted as one single transaction.
- ii. **Account number as per Remittance Form only**: Account no. entered during NEFT/RTGS remittance at any bank counter or during adding beneficiary account in Internet banking site should be the same as it appears in the remittance form generated for that particular bid by the e-Procurement system. Bidder should ensure that tender document fees and EMD are remitted only to the account number given in the Remittance form provided by e-Procurement system for that particular tender.

Bidders must ensure that the banker inputs the Account Number (which is case sensitive) as displayed in the Remittance form. No additional information like bidder name, company name, etc. should be entered in the account no. column along with account no. for NEFT / RTGS remittance.

- iii. **Only NEFT / RTGS Remittance Allowed**: Account to Account transfers, State Bank Group Transfers (GRPT), Payments from NRE Accounts, SWIFT Transfers, IMPS or Cash payments are not allowed and are treated as invalid mode of payments. Bidder must ensure that the banker does NEFT or RTGS (for above 2 lakhs payments as per RBI guidelines) transaction only and specially instruct the banks

not to convert the payment type to GRPT or any other payment mode.

- iv. **Amount as per Remittance form:** Bidder should ensure that the amount being remitted is neither less nor higher than the amount shown in remittance form.
- v. **UTR Number:** Bidders should ensure that the remittance confirmation (UTR number) received after NEFT / RTGS transfer should be updated as it is, in the e-Procurement system for tracking the payment.
- vi. **One Remittance Form per Bidder and per Bid:** The remittance form provided by e-Procurement system shall be valid for that particular bidder and bid and should not be re-used for any other tender or bid or by any other bidder.

Any transaction charges levied while using any of the above modes of online payment has be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

D). SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on www.etenders.kerala.gov.in along with online payment of tender document fees and EMD.

For page by page instructions on bid submission process, please visit www.etenders.kerala.gov.in and click "Bidders Manual Kit" link on the home page.

It is necessary to click on "Freeze bid" link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

Other Instructions to Bidders

1. All other relevant forms shall be in the format prescribed CPWD Manual.
2. All Statutory approvals both initial & final wherever necessary for the execution of work from the authorities concerned shall be obtained by Contractor at his own expense. However statutory fees will be reimbursed on submission of receipts.
3. Important Dates

Pre-bid meeting	-	10:30 AM on 14/01/2019
Last Date of submission	-	05:00 PM on 21/01/2019
Technical Bid Opening	-	10:00 AM on 24/01/2019
