

KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION(KINFRA)

(A statutory body of Govt of Kerala)

KINFRA HOUSE, TC 31/2312, Sasthamangalam, Thiruvananthapuram -695 010
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EXPRESSION OF INTEREST(EOI)

FOR

**Selection of Project Management Consultant at KINFRA
International Apparel Parks Ltd., Menamkulam, Kazhakuttom,
Thiruvananthapuram**



KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION (KINFRA)

Name of Work: Selection of Project Management Consultant at KINFRA International Apparel Parks Ltd., Thiruvananthapuram

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EOI invited from Project Management Consultants



Kerala Industrial Infrastructure Development Corporation (KINFRA) invites “Expression of interest for the Selection of Project Management Consultant at KINFRA International Apparel Parks Ltd., Thiruvananthapuram” for the work amounting to Rs.4.66 Crores.

The last date of submission of application is up to 04:00 pm on 24/02/2021.

Contact: 0471-2706005 / 8547058202

For details: www.kinfra.org

Place: Thiruvananthapuram

Date: 17/02/2021

Sd/-

Managing Director

Notice Inviting Expression of Interest for:
Selection of Project Management Consultant at KINFRA International Apparel Parks Ltd., Thiruvananthapuram

Expression of Interest (EOI) is invited by the Managing Director, KINFRA for Selection of Project Management Consultant at KINFRA International Apparel Parks Ltd, for the work amounting to ₹ 4,66,20,868/- and execute the works simultaneously.

The details of works are as follows:

Sl. No.	Name of Work	Location	Apprx. cost of work
1	Upgradation of infrastructure for working women's Hostel at KINFRA International Apparel Parks Ltd., Thiruvananthapuram	Kazhakuttom, Thiruvananthapuram	₹ 2 Crores (Estimated Value)
2	Resurfacing of internal roads at KINFRA International Apparel Park, Thiruvananthapuram	Kazhakuttom, Thiruvananthapuram	₹ 85,95,828/- (PAC)
3	Upgradation of Common Effluent Treatment Plant (CETP) at KINFRA International Apparel Park, Thiruvananthapuram	Kazhakuttom, Thiruvananthapuram	₹ 75,96,238/- (PAC)
4	Maintenance of SDF 5 Building at KINFRA International Apparel Park, Thiruvananthapuram	Kazhakuttom, Thiruvananthapuram	₹ 53,53,036/- (PAC)
5	Rectification of walkways (cable trench cover slabs) Phase II at KINFRA International Apparel Parks Ltd., Thumba, Trivandrum	Kazhakuttom, Thiruvananthapuram	₹ 50,75,766/- (PAC)
	Total Amount		₹ 4,66,20,868/-

It is proposed that the Project Management Consultant will assist KINFRA in project formulation and Appraisal including the Architectural, Structural, mechanical, electrical, plumbing, air conditioning, fire fighting services etc for the projects assigned to them and implementation of the Projects till the successful completion, commissioning and handing over works to KINFRA/KIAP and comprehensively supervise the works and activities carried out by the Contractors. However necessary service shall be rendered by the Project Management Consultant during the defects liability period as we required and report to KINFRA while noticing the defect/damages in the work without any additional compensation and the damages to be rectified by the contractor.

1. Scope of work by the Project Management Consultant

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

Construction Supervision and Project Management

- Inspection and continuous supervision of works, by deploying competent and experienced Engineers, as per the requirement, and taking necessary remedial action wherever required during execution.
- Necessary inspection during defect liability period and reporting defects if any.
- 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.
- 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, as per contract.
- 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, local bodies, State Govt, Central Govt etc.
- Assisting in replying to the audit/CTE observations/litigations, wherever required.
- Periodical inspection till the completion of the defect liability period and reporting defects if any.

Completion and Handing Over Phase

- As built drawings of all completed structures, single line diagrams of ETP, Schematic diagram of Electrical installations, Drawing of Sewage system etc.
- Issuing of Completion Certificate for each work.

2. Eligibility

2.1 The applicant must be a reputed and registered consulting firm.

- a. The applicant should have completed Project Management Consultancy services for works (mentioned in 2.1) in India during last **seven years** ending last day of the month previous to the one in which EOI are invited.

1. Firm should have completed Project Management Consultancy works

Three similar works each of value not less than ₹ 1.86 Crores.

OR

Two similar works each of value not less than ₹ 2.78 Crores.

OR

One similar work of value not less than ₹ 3.73 Crores.

(The definition of similar work shall mean Project Management Consultancy Service for construction of building/ road).

- 2.2 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. Documents supporting eligibility criteria and evaluation criteria, including appointment letter / work order or contract agreement and letter of successful completion from the client.
- ii. Details of Permanent Account Number (PAN)
- iii. GST registration certificate

3. Instructions & Guidelines for Submission of Application for Selection of Consultants

- a) The document can be downloaded from our website at www.kinfra.org
- b) Any addendum/corrigendum relating to this EOI will be published in KINFRA website only & these will be part of the tender.
- c) The applicant must submit a non-refundable processing fee (Bid submission fee) of ₹ 5,950/- (inclusive of 18% GST and 1% KFC) in the form of DD drawn in favour of KIAP, payable at Thiruvananthapuram.
- d) **Submission of Application:** Applicant shall submit their offer in two cover system:-

Cover-1 to be addressed and super scribed 'PART-1 Prequalification Bid' and should contain application with annexures I to IV, all the necessary documents along with processing fee in the form of DD drawn in favour of KINFRA, payable at Thiruvananthapuram. The name of the work and the address of the applicant should be written on the cover.

Cover-2 to be addressed and super scribed 'PART-2 Price Part and Terms & Conditions' and the name of the work, name and address of the applicant and to contain the priced schedule alone duly filled in, in the manner specified and signed on all pages.

Both covers No.1 & 2 shall be put together in cover No.3 and shall be duly sealed and indicate the name and address of the applicant. This cover shall be addressed and

Superscribed “**Selection of Project Management Consultant at KINFRA International Apparel Parks Ltd, Thumba, Thiruvananthapuram**”. Demand draft number and date shall be written on this cover and shall be dropped in the tender box. **Application without processing fee will not be considered for further process and will be rejected summarily.** The application should reach **Managing Director, KINFRA House, TC 31/2312, Sasthamangalam, Thiruvananthapuram -695 010, on or before 04:00 pm on 24/02/2021.**

The application received will be opened on **25/02/2021 at 11:00 am** in the office of KINFRA, Sasthamangalam. The opening date for price bid will be intimated only to the qualified bidders. 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.

- a) 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.
- b) KINFRA reserves the right to accept or reject any application or cancel this EOI process without assigning any reason or incurring any liability thereof.
- c) Summary of regular/permanent professional employees and key Personnel including the nature of specialization, qualifications and experience should be enclosed along with certificates.
- d) Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.
- e) Applicants successfully fulfilling 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.
- f) EOI submitted by firms formed as joint ventures for the purpose of participating in this particular EOI is not eligible.
- g) KINFRA shall not be responsible for any delay/ loss of documents or incorrect filling of application form and annexures I to IV 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.

- h) KINFRA reserves the right to modify the criteria and take its own decision if so required.
- i) 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. 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.

j) CONFLICT OF INTEREST

- i. 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.
- ii. 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.
- iii. 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.

- iv. 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.
- k) 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/mail@kinfraiii.org, within 10 days from the date of publishing. (or contact 0471-2706004,005 on all working days from 10.00 am to 5.00 pm)
- l) Work may not be executed at the same period. However, PMC service shall be available at site throughout the entire period of works referred in the NIT. Approximate period of completion of works may be 8 Months.

4. Evaluation Criteria

- a) Following points are considered for evaluation:
- i. Experience of Consultancy assignments completed as mentioned in Clause 2.1 of eligibility criteria.
 - b) Submission of satisfactory completion certificate from previous clients.
 - c) KINFRA reserves the right to modify the criteria and take own decision if so required.

5. Award of Work

- a) Work will be awarded to the firm who quote lowest rate by pre-qualified bidders, as decided by KINFRA.

6. Schedule of Payments

This fee is payable as follows:

- a) Up to 90% of the fee based on the actual amount of the work on pro-rata basis based on value of work executed during the period of construction.
- b) Balance 10% after defect liability period of all works, for providing satisfactory service.

Schedule of release of payment terms, against work progress is as follows:

- ❖ The consultant should raise GST invoice separately for each works at their quoted percentage.

7. Penalty for the work

a) **Penalty during Construction Stage**

❖ *If all the works are not completed as per agreed schedule and if the Consultant is directly responsible for the delay, a penalty of **0.5% of the total Consultancy fee for every week of delay, per day basis**, shall be imposed by KIAP and deducted from the amounts payable to the Consultant as Consultancy fee.*

b) *The above penalty shall not exceed **10% of Project Management Consultancy fee applicable to the Consultant.***

APPLICATION FORM

INFORMATION TO BE FURNISHED BY THE APPLICANTS

Sl 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 last seven years ending last day of the month previous to the one in which EOI are invited	Annexure II
5	Undertaking	Annexure III
6	Details to be submitted in the covering letter	Annexure IV

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. Other Technical Staffs**	
6	Address and phone numbers of Head and Key personnel	

* Civil Engineering key personnel having more than 7 years of experience.

*Architect key personnel having more than 5 years of experience.

**Other Technical staffs

- ✓ Civil Engineering degree holder with 3 years of experience/ diploma holder in Civil Engineering with 5 years of experience.
- ✓ Electrical Engineering degree holder with 5 years of experience/ diploma holder in Electrical Engineering with 8 years of experience.

Place

Signature of the Applicant

Date

Name and designation with seal

Annexure II

LIST OF CONSULTANCY ASSIGNMENTS COMPLETED last seven years ending last day of the month previous to the one in which EOI are invited

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 total consultancy 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

Undertaking

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** as laid down in Clause 3.0 of the Notice Inviting Expression of Interest (EOI) for **'Selection of Project Management Consultants at KINFRA International Apparel Parks Ltd., Thiruvananthapuram'**.
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

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

List of Documents to be submitted in sealed Envelope:

- I. Cover 1 -Prequalification Bid
 - a) Organization Details (Annexure I)
 - b) List of Consultancy assignments completed in the last seven years last **seven years** ending last day of the month previous to the one in which EOI are invited (Annexure II)
 - c) Undertaking (Annexure III)
 - d) Details to be submitted in the covering letter (Annexure IV)
 - e) Copy of registration certificate of the firm.
 - f) Documents supporting eligibility criteria and evaluation criteria, including appointment letter / work order or contract agreement and letter of successful completion from the client.
 - g) Details of Permanent Account Number (PAN)
 - h) GST registration certificate
 - i) Processing fee in the form of Demand Draft
 - j) Prequalification Bid duly filled and signed (Each page should be signed by the bidder with seal).
- II. Cover 2- Price Part and Terms & Conditions duly filled and signed.

For any Clarifications contact:

KINFRA House, TC 31/2312, Sasthamangalam, Thiruvananthapuram -695 010, Phone:0471-2706004,005

Important Dates

Last Date of submission	-	04:00 PM on 24/02/2021
Prequalification Bid Opening	-	11:00 PM on 25/02/2021

PRICE PART

Managing Director
KINFRA House, TC 31/2312
Sasthamangalam
Thiruvananthapuram -695 010

Sir

We agreed to undertake the Project Management Consultancy service for the following works at the rate quoted below, on the estimate cost or actual cost of the project implemented whichever is lower.

Sl. No.	Name of Work	Rate (%), excluding GST	
		In figures	In words
1.	Upgradation of infrastructure for working women's Hostel at KINFRA International Apparel Parks Ltd., Thiruvananthapuram		
2.	Resurfacing of internal roads at KINFRA International Apparel Park, Thiruvananthapuram		
3.	Upgradation of Common Effluent Treatment Plant (CETP) at KINFRA International Apparel Park, Thiruvananthapuram% percentage
4.	Maintenance of SDF 5 Building at KINFRA International Apparel Park, Thiruvananthapuram		
5.	Rectification of walkways (cable trench cover slabs) Phase II at KINFRA International Apparel Parks Ltd., Thumba, Trivandrum		

GST at applicable rates shall be paid extra.

Date:

Place:

Signature
Name & Designation with seal

Address of Project Management Consultant:

Contact numbers:

**Please write the percentage quoted, both in figures and words*