

**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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**Notice Inviting Tender (NIT)**

**(KINFRA-6)**

- Tender No** : KINFRA/HIT/O&M/27/2021-22
- Name of Work** : Operation, maintenance and Upkeep of the 6 MLD Water Supply Scheme & Associated Electromechanical equipment and Routine and Preventive Maintenance of DG sets, pumps & motors and water distribution network of KINFRA Hi-Tech Park, Kalamassery for a period of 3 years.
- PAC** : Rs. 90,93,590.80 (for 3 years)
- EMD** : Rs. 50,000/-
- Period of Completion** : 3 Years
- Bis Submission Fee** : Rs.2,950/-(inclusive of 18% GST)

## Tender Notice



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

#### **e-Tender**

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

**Operation, maintenance and Upkeep of the 6 MLD Water Supply Scheme & Associated Electromechanical equipment and Routine and Preventive Maintenance of DG sets, pumps & motors and water distribution network of KINFRA Hi-Tech Park, Kalamassery for a period of 3 years.**

PAC	Bid fee	EMD	Last Date
Rs. 90,93,590.80 (for 3 years)	Rs.2,950/-(inclusive of 18% GST)	Rs. 50,000/-	05:00 PM on 13/12/2021

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

Place: Thiruvananthapuram  
Date:24/11/2021

Sd/-  
**Managing Director**

## Information & Instructions to the Bidders for e-tendering (Forming part of Bid Document)-1.0

Managing Director, KINFRA invites online **Item rate** online tenders in **two cover bid system** for the following work in the prescribed form, from contractors/firms having experience with similar nature of O&M works including O&M of ETP/STP in State/ Central Government undertakings who fulfil the eligibility criteria prescribed in the NIT

NIT No	Name of work & Location	Estimated cost put to bid	EMD	Period of Completion	Last date & Time of submission of Tender document, EMD. Tender fee & Other documents as specified in Press Notice	Time & Date of opening of Technical Bid	Bid Submission Fee
1	2	3	4	5	6	7	8
<b>KINFRA/HIT/O&amp;M/27/2021-22</b>	Operation, maintenance and Upkeep of the 6 MLD Water Supply Scheme & Associated Electromechanical equipment and Routine and Preventive Maintenance of DG sets, pumps & motors and water distribution network of KINFRA Hi-Tech Park, Kalamassery for a period of 3 years.	<b>Rs. 90,93,590.80 (for 3 years)</b>	Rs.50,000/-	36 Months	05:00 PM on 13/12/2021	10:00 AM on 16/12/2021	Rs.2,950/- (inclusive of 18% GST)

1. 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.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The tender document(s), may be downloaded free of cost from the e-Government Procurement (e-GP) website ([www.etenders.kerala.gov.in](http://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.
4. 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.

5. 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 order to avoid any system related or other complications during submission bids in the last moment, all bidders are advised to upload their bids/ relevant documents at least 3 hours before the bid submission cut off time. In this regard request for extension of time received through any mode of communication due to failure of submission during last minute will not be entertained. In this regard, KINFRA shall not be responsible for any kind of such issues faced by bidder.
6. Bidders who do not satisfy the eligibility criteria prescribed as per the NIT or 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, such bids will be summarily rejected and the EMD will be forfeited. 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.
7. Tender duly signed using bidder's valid Digital Signature Certificate shall be submitted online on e-GP website [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)
8. General Conditions of Contract (KINFRA- 7/8) shall be available in downloadable manner from [www.kinfra.org](http://www.kinfra.org) and shall form part of bid document.
9. Bidders while filling the price bid shall quote separately for each individual item as per the schedule of quantities (BOQ) for each year. No column should be kept blank and unquoted. If any item is found not quoted, it will be assumed that such item will be operated free of cost for the whole year and no claim shall be made subsequently. Further, while quoting the rate for the individual items and total for second year, the bidder should ensure that rate quoted shall not be below the rate quoted for first year and so also rate quoted for the individual items and total for third year shall not be below the individual item rate and total amount quoted for second year. The price bids with individual and total yearly rates for 3 years, quoted in the above manner will only be considered for further processing.

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

**Cover 1**

- I. Registration Certificate of the Contractor
- II. A declaration from the contractor to the effect that he has not been debarred from tendering by any authority as per 2.3
- III. Certificate of Registration for GST.
- IV. Relevant experience certificate

**Cover 2**

- I. BoQ (Price bid)

## GENERAL GUIDELINES FOR E-Tendering 8.0

Prospective bidders willing to participate in this tender shall necessarily register themselves with e-procurement portal ([www.etenders.kerala.gov.in](http://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](http://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](http://www.cca.gov.in). Once, the DSC is obtained, bidders have to register on [www.etenders.kerala.gov.in](http://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](mailto: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](http://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](http://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](http://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 pre-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:

All online payments specified in the tender document shall be made through Multi Option Payment System (MOPS) as per the requirement.

## Steps for making tender payments in e-tender system via SBI MOPS gateway

(SBI AND NON SBI ACCOUNT HOLDERS)

- Step 1** :- Click “Pay Online” when you reach the payment page while Online Bid Submission.
- Step 2** :- Click “Confirm to Pay” to proceed with the payment gateway.
- Step 3** :- Verify that the Tender fee and EMD shown are correct, as per tender document. Then, select the payment option **SBI MOPS** and Submit.  
*Note: In case of any mismatch in tender payments, with reference to tender documents, please contact TIA for clarifications.*
- Step 4** :- Check and Follow the **Terms and Conditions**, and then **Submit**.
- Step 5** :- Bidders may choose their respective bank for accessing Internet Banking Facility

### **a) SBI**

- i. Bidders with SBI account may click SBI option to proceed to its Net Banking Page.
- ii. Bidders may enter SBI Net banking user ID and Password and Click on Login to proceed.
- iii. Please ensure that your account has sufficient balance, before proceeding further. After checking the same, Click Confirm button, to transfer payment. After account debit, MOPS gateway will automatically re-direct to the e-Procurement System, with the Success transaction.
- iv. You will receive bank response immediately by verifying the payment status, whether Success or not. In case, payment was debited from account and further, Payment Failure is shown, immediately contact the e-Procurement helpdesk, for resolution, before tender closing time.

Click Next to go to Bid Preparation details.

- v. Please ensure that the Pay Online option is not shown after successful payment, for confirmation. From here, you may proceed with Encrypt and Upload to upload tender documents, and further submission process.

### **b) OTHER BANKS :**

- i. Bidders with other bank account may click Other Banks option to proceed to SBI Net Banking Page. You may select the appropriate Bank from selection page. As an example, we are proceeding with ICICI Bank in the provided dropdown box of All Banks.
- ii. After selecting ICICI Retail Banking, Click Make Payment Button to proceed to its internet banking page. Further steps may depend on the Bank Procedure.
- iii. After, successful payment, system will direct you to payment confirmation page.

- iv. You will receive bank response immediately by verifying the payment status, whether Success or not. In case, payment was debited from account and further, Payment Failure is shown, immediately contact the e-Procurement helpdesk, for resolution, before tender closing time.

Click Next to go to Bid Preparation details.

- v. Please ensure that the Pay Online option is not shown after successful payment, for confirmation. From here, you may proceed with Encrypt and Upload to upload tender documents, and further submission process

**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 bid online on [www.etenders.kerala.gov.in](http://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](http://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-9.0**

1. All other relevant forms shall be in the format prescribed in CPWD Manual.
2. All Statutory approvals both initial & final wherever necessary for the execution of work from concerned authorities shall be obtained by Contractor at his own expense. However statutory fees will be reimbursed on submission of receipts.
3. For any details: **KINFRA Hi-Tech Park,  
Opp. Co-Operative Medical College, HMT Colony P.O  
Kalamassery, cochin 683503  
Contact Number: 0484 - 2559790**

4. Important Dates

Last Date of submission	-	05:00 PM on 13/12/2021
Bid Opening	-	10:00 AM on 16/12/2021

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