

PRE-BID MEETING- “RFP for Selection of Consultants for preparation of Master Plan for KINFRA Parks”, held online on 24/02/2023 at 11.00 am - clarifications provided - reg.

In response to queries raised on the Tender for “RFP for Selection of Consultants for preparation of Master Plan for KINFRA Parks” in the Pre-Bid meeting held online on 24/02/2023 at 11.00 AM, the following clarifications are provided. The clarifications, as given below, will be part of the RFP document and is published in KINFRA website.

Sl no	Query / Suggestion raised by Bidder	Reply By KINFRA
1	Whether single quote for all the works together or separate quote for each works?	Bidders shall quote separately for each works in new “Price Bid” format attached. (Total quoted amount will be considered for financial evaluation of bidders). Bidders are requested to ensure 2 cover bid system as mentioned in RFP.
2	Any extension of time allowed for submission of offers and for submission of deliverables?	The last date of submission of bids is extended from 04/03/2023 to 15/03/2023.  Period of submission of all deliverables (Cl 10, Page 11) are extended by 4 weeks except for “KINFRA Industrial Park Perumbavoor (Erstwhile Travancore Reyon)”. <b>Final Master Plan for KINFRA Industrial Park Perumbavoor shall be submitted to KINFRA in D+8 weeks.</b> (Penalty is applicable if the Consultant failed to follow this).
3	Can Bachelor’s degree in Architecture/ Planning with specialization in Town Planning/Environmental Planning/Urban Planning consider for the position? (Cl 12.1.1, page 13)	Yes. Can be considered. Basic qualification of BE / B Tech / B Arch is mandatory.
4	Whether experience of Architect can be reduced if he has Master Degree? (Cl 12.1.1, page 13)	No change in condition regarding the experience.
5	In Page 6, Clause 6.13, Statement about JV is not very clear and need more clarity.	Existing JV with previous experience can participate in this RFP with same partner.  JV formation for participating in this RFP with a new JV partner is not acceptable
6	Confirm if 4 separate teams with the required set of Key personnel (Clause 12.1.1c) are to be provided or the bidder can participate with 1 team for all the locations for the project.	4 separate team suggested in RFP is for conducting site survey/site investigation at 4 locations at the same time so as to complete all Stage 1 works in the specified time frame. This is not mandatory. Key personnel may be the same or different.
7	If provided an Undertaking from Key Personnel about his/her availability, would it be considered as a proof for working with the bidder (Cl 12.1.1, page 13).	Yes. PF statement or any statutory document shall be produced to prove that the said key personnel is associated for the entire period of the project in the same organization.
8	Clarification for “Page 15, Clause 12.3 the final weighted score” that the selection	There will not be any change in evaluation criteria 70:30 evaluation method.

	method is 70:30 instead of the lowest quoted amount. Please explain 70:30 evaluation methodology.	The bidder who obtains the highest score by summing 70% of marks obtained Technical bid evaluation and 30% of marks obtained in Financial evaluation will be strictly engaged as consultant.
9	Consultant has not started preparation of master plan, thus cannot show utilization. Request if the designated 5 marks are redistributed in other categories.(Cl 12.1.2, page 14)	Bidder may prepare a brief concept design of Master Plan of each Park considering the entire land can be developed for infrastructure development activities. Better utilization of land means more allottable land after deducting space proposed for infrastructure development.
10	Whether bid submission is through hard copy only. Kindly allow consultants to submit the bid online.( Cl 6.4,page 5)	Bid submission shall be through hard copy only.
11	As current assignment has major area development of more than 60 acres, make minimum 60 acres of area development towards eligibility. (Cl 5.3, page 4)	No change in eligibility criteria.
12	Consider pro-rata basis payment (for four site location) for Stage 1 to 4. ( Cl 11,page 12)	Pro-rata basis payment may be released Park wise within a stage. However, payment in next stage will be released only after completing all Parks in the previous stage.
13	Revise the Schedule of Payment in Cl 11,page 12	No change in schedule of payment.
14	Whether penalty applicable in case the key expert has resigned / death / any condition which is not in control of the Consultant. (Cl 12.1.1,page 13)	No penalty shall be charged in the case of death of key personnel.  For the other cases, documentary proof showing the reason for changing Key Personnel shall be submitted. Penalty will be exempted only if the explanation is satisfactory to KINFRA.
15	Is a penalty applicable when a key personnel / CV is replaced by equally or better experienced qualified with due prior approval from the authority? (Cl 12.1.1)	As this is a short term project, the bidder shall engage efficient personnel from the beginning itself and complete the project with same personnel. (For improvement of service, bidders may add more efficient personnel). Replacement of resources with equally qualified or highly qualified may be done only due to unavoidable circumstances.
16	As a penalty would be levied in the case of a change in key personnel, consider liquidated damage of 10% of the total remuneration of the particular professional (Not the payable fee for the particular project). (Cl 12.1.1)	10% of total payable fee except fee in Stage 1 and Stage 2 will be considered for imposing penalty (ie. Penalty will be calculated based on 70% of total payable fee)
17	Queries regarding Project Presentation (data for preparation of Presentation) Cl	Site sketches of all Parks will be provided along with minutes of Pre-Bid meeting.

	12.1.2	A brief presentation on Master Plan of the Park showing facilities & infrastructures provided, allottable plots, etc. Bidders may visit other KINFRA Parks to get more ideas about infrastructure development in KINFRA Parks. Bidders shall visit all 4 proposed sites to collect maximum data for preparation of Master Plan and presentation.
18	Consider detailed surveys and investigations under the “Reimbursable Head”.	All expenses for site surveys and investigations including necessary site clearance/vegetation removal shall be borne by the Consultant.
19	Clarification regarding conducting Soil Investigation in the land (Regarding number of boreholes).	This is applicable to the Consultant engaged for the job. For preparation of Master Plan the bidders may decide such details.
20	Various suggestions in allocation of marks in evaluation criteria.	Evaluation will be done as per the relevant clauses in RFP document. No change in any criteria.
21	Inclusion of detailed feasibility criteria like financial feasibility etc.	All required reported are included in the RFP.
22	Clarification regarding development of KINFRA Marine Park, Beypore is as per CRZ norms	The land was initially under CRZ Zone III. Now, the land is under the CRZ II category. The selected Consultant should develop the land in line with the norms being followed for CRZ II Zone.
23	Clarification regarding Cl 9.1.1 and 9.1.3	KINFRA will share any available data with the Consultant engaged, for successful completion of work. However, any data required by the Consultant, which are not available with KINFRA, have to be arranged by himself.
24	Possibility to have CAD version of the Site plans of 4 locations, KML file etc.?	The available drawing of the four locations will be uploaded in the website within two business days.  Bidders shall inspect site to collect maximum details regarding the site. KINFRA will share the boundary sketch and total extent of land.
25	Is the lump sum amount to be quoted referred only to the preparation of master plan having 12 weeks preparation time OR a quote on entire consultancy on the 4 projects having 2 or 3 years development period.?	Quote shall be only for preparation of Master Plan, as per the scope of service in the RFP document.
26	We request you to please ask for site wise quotation and selection of the bidder is done on QCBS marking of each site separately.	Quote shall be in the new format attached along with this. No change in present marking system.
27	There is no Eligibility about the Financial criteria i.e. Financial capability of the bidder. Kindly keep the Financial Criteria/	No change in present eligibility criteria.

	Turn over for the eligibility.	
28	Add Performance Guarantee clause.	Not required.
29	Share person name and contact details for conducting site visits.	<p>1. KINFRA Advanced Technology Park, Ramanattukara, KINFRA Marine Park, Bypore and KINFRA Industrial Park, Kasargod</p> <ul style="list-style-type: none"> <li>Contact Person: Kishore Kumar K S, Zonal Head (North), Ph: 9447426959</li> </ul> <p>2. KINFRA Industrial Park, Perumbavoor</p> <ul style="list-style-type: none"> <li>Contact Person: Geesha A K Zonal Head (Central), Ph :9207711852</li> </ul>
30	Share Bank Guarantee Format for EMD and following bank details which is required by BG issuing bank. 1. Account Number 2. Account Name 3. Bank Name 4. IFSC Code 5. Bank Address	<p>Only non-refundable tender fee of Rs 5900/- ,including GST, is applicable for participating in the bid which shall be submitted as DD in favor of Managing Director KINFRA.</p> <p>No specific format for BG. Format followed by the bank is acceptable (If retainer fee is not required for the Consultant BG is not required). More details will be shared as and when required.</p>
31	Confirm if design proposals are to accompany the techno-commercial bid	Not required.
32	As do not require any advance to initiate our deliverables, kindly excuse us from submitting the Bank guarantee towards advance.	If the retainer amount is not required, Bidder need not submit BG/DD. Retainer stage payment will be released along with Stage 1 payment ,if BG is not submitted.
33	Scope of site clearance and vegetation removal be carried out by departmentally and delete it from the scope of the Consultant. (Cl 4, Page 4)	The bidder shall arrange clearance and vegetation removal as per requirement of job at their own expenses. The bidder shall include all such expenses in their quote.
34	Include experience in preparation of Detailed Feasibility Reports/Technical Feasibility Reports/Master Plan of Industrial Parks/Townships. (Cl 5.1 Page 4)	No change in RFP conditions.
35	Kindly change the Cl 5.2, page 4 to “The Consultant should be in the field of aforesaid projects in India or abroad for a period of minimum Fifteen years ending March 31, 2022”.	No change in eligibility criteria.
36	Deletion of Cl 10, Penalty of Delayed Submission	No change
37	Deletion of Cl 12.1.1(i) -C Key personals considered for evaluation shall associate till completion of the assignment.	No change

38	In Cl 5.4, (documents supporting the claim as per the above including the appointment letter / work order / contract agreement and letter of successful completion from the client.) include CA Certificate	Certificates in proof of eligibility criteria in the RFP only need to be submitted by the bidders.
39	Inclusion of additional conditions	No change in RFP conditions.
40	Is it mandatory to quote for all sites? Is it possible to quote only for selected sites	It is mandatory that bidder shall quote their rates for all the 4 sites (Parks). Bids without quotes for all the sites (Parks) will be summarily rejected. But KINFRA reserves the right to exclude any site or to stop the work at any sites (Parks) at any stage. No additional payments will be given on account of this.

The meeting concluded by 12:00 PM.