

**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)**  
**(Technical Bid)**  
**(KINFRA-6)**

Tender No	: KIN/IITP/O & M/22/2023-24
Name of Work	: Operation, Maintenance and Upkeep of the Water Supply Scheme & associated electromechanical equipments pumps & motors and electrical / plumbing systems of KINFRA Integrated Industrial & Textile Park, Kanjikkode, Palakkad for a period of three (3) years.
PAC	: Rs.32,17,110/- (for 3 years)
EMD	: Rs.50000/-
Period of contract	: 36 Months
Bid Submission Fee	: Rs.2950/- (Including of 18% GST)



## KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION

(A Statutory Body of Govt. of Kerala)  
KINFRA HOUSE, TC NO.31/2312, SASTHAMANGALAM P.O,  
THIRUVANANTHAPURAM

Tender No : KIN/IITP/O & M/22/2023-24  
Name of Work : Operation, Maintenance and Upkeep of the Water Supply Scheme & associated electromechanical equipments pumps & motors and electrical /plumbing systems of KINFRA Integrated Industrial & Textile Park, Kanjikkode, Palakkad for a period of three (3) years.

Locality : KINFRA Integrated Industrial & Textile Park, Kanjikkode East PO, Palakkad- 678621.

Last date of Submission : 16/12/2023, 5.00PM

Name of Bidder : .....

Address of Bidder : .....  
.....  
.....  
.....

Contractor's Registration and class : .....

Validity period of Registration : .....

**e-Government Procurement (e-GP) – Notice Inviting Tender  
(KINFRA 6)**

Managing Director, KINFRA invites online tenders in **Two cover bid** system for the following work in the prescribed form, from competent and eligible contractors/firms.

NIT No	Name of work & Location	Estimated cost put to bid	EMD	Last date of submission of Tender document	Time & Date of opening of Technical Bid	Period of Completion	Tender cost
1	2	3	4	5	6	7	8
KIN/IITP/O & M/22/2023-24	Operation, Maintenance and Upkeep of the Water Supply Scheme & associated electromechanical equipments pumps & motors and electrical / plumbing systems of KINFRA Integrated Industrial & Textile Park, Kanjikkode, Palakkad for a period of three (3) years.	Rs.32,17,110/- (for 3 years)	Rs. 50000/-	16/12/2023, 5.00PM	20/12/2023, 11.00AM	36 Months	Rs. 2950.00/- (which is inclusive of 18% GST)

1. Contractors who fulfill the following requirements shall be eligible to apply,

1.1 A minimum 3 years experience in the operation and maintenance of the similar scheme is essential, minimum 0.5 mld. The bidder should have the personnel listed in his custody for employment in the scheme.

1.2 Contractor should possess valid B (50 kVA and above) grade license issued by the Kerala State Electricity Licensing Board with a minimum of 3 years experience. In this case, the bidder should also have to engage a qualified plumber satisfying the requirements in Clause 1.3 of this NIT as his assistant and his details are to be submitted along with the tender duly signed by the assistant and the bidder.

**OR**

1.3 Contractor should possess Certificate from Polytechnic / ITI / any other recognized institute by Govt. of Kerala in Mechanical / Electrical / Plumbing tradesmanship with a minimum of 3 years experience. In this case the bidder should also has to engage operating personnel for satisfying the clause 1.2 of this NIT as his assistant and his details are to be submitted along with the tender duly signed by the assistant and the bidder.

Bidder should have the personnel listed in his custody for employment in the scheme.

1. Agreement shall be drawn with the successful bidders on prescribed Form No. **KINFRA 7/8** (or other Standard Form as mentioned) which is available [www.kinfra.org](http://www.kinfra.org) Bidders shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
2. Before commencing the work and within a week from the date of receipt of the letter of acceptance, the bidder shall make the following:
  - Performance Guarantee
  - Additional Performance Guarantee
3. The time allowed for carrying out the work will be **36 Months** from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.
4. The site for the work is available.
5. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except Standard General Conditions of Contract Form can be seen on website [www.etenders.kerala.in](http://www.etenders.kerala.in). 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.
6. Tender documents and tender schedule may be downloaded free of cost from the e-GP Web site [www.etenders.kerala.go.in](http://www.etenders.kerala.go.in). Tender fee of **Rs.2950/- (including GST)** shall be remitted through **online payment mechanism for e-procurement system of Govt. of Kerala**.
7. The Technical bid submitted shall be opened at 11.00 am on 20/12/2023. 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.
8. The contract will be finalized based on lowest of total quoted amount as O & M for three (3) years.
9. Earnest Money Deposit (EMD) amounting to **Rs.50,000/- (Rupees Fifty Thousand only)** to be remitted online through e-GP site by the bidder.
10. Performance Guarantee : The successful bidder to whom the work is awarded should furnish Performance Guarantee in the form of Bank Guarantee or Demand draft within 10 days from the date of LOA from a Nationalized scheduled Bank in favor of Managing Director, KINFRA equivalent to 5% of average amount of the value of contract for the first year, second year and third year quoted by the bidder valid for three years plus three months, which shall be returned after successful completion of three years O& M.
11. Additional Performance Guarantee will be required in all cases where quoted rate falls below 10% of the estimate cost. The 10% standard exemption will be applicable to all estimates quoted below estimated cost. If the rate quoted by the contractor is x% below estimate cost (x lies above 10% upto quoted rate) the

additional performance guarantee for an amount equal to (x-10) % of the estimate amount shall be obtained from the contractor. 50% of Additional Performance Guarantee shall be in the form of Treasury Fixed Deposit and rest in the form of Guarantee issued from any Nationalised Bank/Scheduled Bank/ Kerala Financial Corporation or any other forms prescribed in the Kerala PWD Manual. This shall be collected before executing the agreement. The Additional Performance Guarantee will be released at the end of the Contract period of 3 years. This is subjected to change as per government orders issued from time to time in this respect.

12. The bid submitted is treated as invalid if:

A. The bidder is found ineligible.

B. The bidder does not upload all the documents as stipulated in the bid document.

13. The description of the work is as follows:

The scope covers all the preventive, routine, breakdown maintenance activities of the water supply system of KINFRA Integrated Industrial and Textile Park, Kanjikkode i.e. the External and internal associated distribution networks. The contractor is also responsible for attending complaints from consumers, establishing new metered service connections to the consumers as instructed by the KINFRA Park office. Maintaining and up keeping of necessary records, submission of reports to the engineer in charge on a daily basis, etc. The scope of the work also covers establishing 24 hours reliability of the water distribution systems of KINFRA Integrated Industrial and Textile Park, Kanjikkode and any other operation and maintenance work required to be performed for the proper functioning of the distribution system.

Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by KINFRA and local conditions and other

- factors having a bearing on the execution of the work.
14. The competent authority on behalf of Managing Director, KINFRA does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
  15. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
  16. The competent authority on behalf of Managing Director, KINFRA reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted. The contractor shall not be permitted to bid for works if he/she is the near relative of an officer of KINFRA posted as Project Officer or Finance Officer.
  17. No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of Kerala is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of Kerala in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of Kerala as aforesaid before submission of the bid or engagement in the contractor's service.
  18. **The bid for the works shall remain open for acceptance for a period of 120 days from the date of opening of bids.** If any bidder withdraws his bid before the said period or issue of work order, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to KINFRA, then KINFRA shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.
  19. This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:
    - a) The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
    - b) Standard KINFRA Form 7/8 or other standard KINFRA Form as applicable
  20. The orders or circulars issued on technical and financial matters by the

Government shall stand automatically incorporated in the tender document issued subsequent to such circulars/orders.

**21. 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 the 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.**

22. For Composite Bids:

1. The cost of bid document and Earnest Money will be fixed with respect to the combined estimated cost put to tender for the composite bid.
2. The bidders must associate himself, with agencies of the appropriate class eligible to bid for each of the minor component individually.
3. The eligible bidders shall quote rates for all items of major component as well as for all items of minor components of work.
4. After acceptance of the bid by competent authority, Managing Director, KINFRA shall issue letter of award. After the work is awarded, the main contractor will have to enter into one agreement with KINFRA.
5. Entire work under the scope of composite bid including major and all minor components shall be executed under one agreement.
6. The main contractor has to associate agency(s) for minor component(s) conforming to eligibility criteria as defined in the bid document and has to submit detail of such agency(s) to Engineer-in-charge of minor component(s) within prescribed time. Name of the agency(s) to be associated shall be approved by Engineer-in-charge of minor component(s).
7. In case the main contractor intends to change any of the above agency/agencies during the operation of the contract, he shall obtain prior approval of Engineer-in-charge of minor component. The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case Engineer-in-charge is not satisfied with the performance of any agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
8. The main contractor has to enter into agreement with contractor(s) associated by him for execution of minor component(s). Copy of such agreement shall be submitted to KINFRA. In case of change of associate

- contractor, the main contractor has to enter into agreement with the new contractor associated by him.
9. Running payment for the major & minor components shall be made by Managing Director, KINFRA
  10. ***The composite work shall be treated as complete when all the components of the work are complete. The completion certificate of the composite work shall be recorded by Engineer-in-charge of major component after record of completion certificate of all other components.***

### General 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](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.

D). 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 payment 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**

1. All other relevant forms shall be in the format prescribed CPWD Manual.
2. For any details: KINFRA Integrated Industrial & Textile Park,  
Park Monitoring Hub,  
Menonpara Road,  
Kanjikkode East PO,  
Palakkad - 678621  
Cont. No.: 9207736004

Important Dates:

Last Date of submission: 16/12/2023, 5.00PM  
Technical Bid Opening: 20/12/2023, 11.00AM