

# 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)

|                             |  |
|-----------------------------|--|
| <b>Tender No</b>            | <b>: KINFRA/ADR/14/2025-26</b>   |
| <b>Name of Work</b>         | <b>: Operation, Maintenance and Upkeep of the Water Supply Scheme &amp; associated electromechanical equipments pumps &amp; motors and electrical / plumbing systems of KINFRA Food Processing and Industrial Park for a period of One year.</b> |
| <b>PAC</b>                  | <b>: Rs.3,50,460/- (for 1 year)</b>  |
| <b>EMD</b>                  | <b>: Rs.8,762/-</b>  |
| <b>Period of Completion</b> | <b>: 12 Months</b>   |
| <b>Bid Submission Fee</b>   | <b>: Rs.827/- (Including of 18% GST)</b>   |

## Tender Notice

|   |  |            |                           |
|---|--|------------|---------------------------|
|    | <b>KERALA INDUSTRIAL INFRASTRUCTURE<br/>DEVELOPMENT CORPORATION (KINFRA),<br/>Thiruvananthapuram, Kerala</b> |            |                           |
| <p style="text-align: center;"><b><u>e-Tender</u></b></p> <p>KINFRA invites item rate, online tenders from eligible competent contractors/firms for the following work:</p> <p><b>Operation, Maintenance and Upkeep of the Water Supply Scheme &amp; associated electromechanical equipments pumps &amp; motors and electrical / plumbing systems of KINFRA Food Processing and Industrial Park for a period of One year.</b></p> |  |            |                           |
| <b>PAC</b>  | <b>Bid fee</b>   | <b>EMD</b> | <b>Last Date</b>          |
| Rs.3,50,460/-<br>(for 1 year)   | ₹ 827/-<br>(Inclusive of 18% GST)  | ₹ 8,762/-  | 08/09/2025 at 5:00PM      |
| <p>The tender document(s) can be downloaded from the e-Government Procurement (e-GP) website (<a href="http://www.etenders.kerala.gov.in">www.etenders.kerala.gov.in</a>). For more details visit the web site <a href="http://www.kinfra.org">www.kinfra.org</a>.</p>  |  |            |                           |
| Place: Thiruvananthapuram<br>Date: 20/08/2025   |  |            | Sd/-<br>Managing Director |

## 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](http://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](http://www.kinfra.org)”
3. The intending bidders will quote their rates in Schedule A ie. 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](http://www.etenders.kerala.gov.in).

## Information & Instructions to the Bidders for e-tendering

(Forming part of Bid Document)

Managing Director, KINFRA invites online Item rate 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        | 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/ADR/14/2025-26 | Operation, Maintenance and Upkeep of the Water Supply Scheme & associated electromechanical equipments pumps & motors and electrical / plumbing systems of KINFRA Food Processing and Industrial Park for a period of One year. | Rs.3,50,460/- (for 1 year) | Rs.8,762/- | 12 Months            | 08/09/2025 at 5:00pm  | 11/09/2025 at 10:00am                   | Rs.827/- (Inclusive of 18% GST) |

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

1.1 Should have a minimum 3 years' experience in the operation and maintenance of the similar scheme (minimum 0.2 mld capacity) of various Govt./Semi-Govt./PSU/ KWA, during the last seven years ending last day of the month prior to the one in which tenders are invited. The bidder should have the personnel listed in his custody for employment in the scheme.

1.2 Contractor should possess valid C (10 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.

**OR**

1.4 In case the bidder is having requisite experience in O & M of the water supply scheme, but not having specific qualification as described in para 1.2 and 1.3, he should propose and engage electrician and plumber as per the qualification under 1.2 and

1.3 respectively as his assistants and their details are to be submitted along with the tender duly signed by the assistants and the bidder.

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](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.
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.
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](http://www.etenders.kerala.gov.in)
9. 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.
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.

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

**Cover 1**

- I. Duly signed NIT
- I. Certificates showing **3 years'** experience in the operation and maintenance of similar work, from the authorised officers of the Institution.
- II. Copy of valid C (10 kVA and above) grade license issued by the Kerala State Electricity Licensing Board with a minimum of 3 years' experience **(OR)** copy of valid Certificate from Polytechnic / ITI / any other recognized institute by Govt. of Kerala in Mechanical / Electrical / Plumbing tradesmanship with a minimum of 3 years' experience **(OR)** documents showing details of electrician and plumber appointing as assistants, duly signed by the assistants and the bidder.
- III. Declaration of near relatives and black listing duly signed.
  - I. Certificate of Registration for GST.
  - II. Relevant experience certificate
  - III. Any other documents / certificates supporting the eligibility criteria.

**Cover 2**

- I. BoQ (Price bid)

## 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:** Nil
- 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 Technical bid and Financial 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 in CPWD Manual.
2. For any details: KINFRA Food Processing and Industrial Park,  
Kayamkulam - Pathanapuram Rd,  
Enadimangalam, Adoor, Kerala  
Cont. No.: 8086601182
3. Important Dates

|                         |   |                       |
|-------------------------|---|-----------------------|
| Last Date of submission | - | 05:00PM on 08/09/2025 |
| Technical Bid Opening   | - | 10:00AM on 11/09/2025 |

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