



TENDER NOTICE

Tender no. KSUM/ISC/RFP/Tender/04/2024-2025

Technopark Technology Business Incubator (Banded as the Kerala Startup Mission (KSUM)) invites Request For proposals from reputed consultancy agencies to prepare as-built drawings, redesign the existing plumbing system to make necessary rectifications and optimizations and to prepare cost estimates for the execution of the work at Integrated Startup Complex(ISC) building,KTIZ,Kalamassery,Ernakulam

Please visit <https://startupmission.kerala.gov.in/tenders> for more details. The last date for submission of bid is 23/09/2024 at 05:00 pm

*The Chief Executive Officer,
Kerala Startup Mission,
Thejaswini Building
Technopark, Kazhakootam PO,
Trivandrum*



KERALA STARTUP MISSION

RFP for Engineering Consultancy services to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery

TENDER TO BE ADDRESSED TO:

The Chief Executive Officer,
Kerala Startup Mission,
Thejaswini Building
Technopark, Kazhakootam PO, Trivandrum

SUBMITTED BY:.....

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I. Introduction on Kerala Startup Mission (KSUM)

Kerala Startup Mission, the nodal agency to the Government of Kerala for promoting entrepreneurship in the state, is inviting technical and financial proposals from consultants to provide consultancy services to prepare the as-built drawing of the plumbing system at the existing building structure the Integrated Startup Complex(ISC).Additionally, if any rectifications or optimizations are required, the consultancy will have to redesign the existing plumbing system and prepare estimates of the cost of any changes and DPR for the execution of the work.

II.Purpose of Request For Proposal (RFP)

This RFP document is being prepared to provide details about the scope of work, expectations from the agency, and bidding procedure and can be downloaded from <https://startupmission.kerala.gov.in/tenders> . Response to this tender shall be deemed to have been done after careful study and examination of this document with a full understanding of its implications.

The details of the works are as follows

1	Tender No:	<i><u>KSUM/ISC/RFP/Tender/04/2024-2025</u></i>
2	Name of work	Engineering Consultancy services to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC)
3	Tender Inviting Authority	Kerala Startup Mission
4	Location of Work	Integrated Startup Complex, KTIZ, Kochi
5	Components of work	<ul style="list-style-type: none">- Preparation of current as-built layout of plumbing system- Redesign the system if required Detailed scope of work included in the Clause V & VI in this RFP document
6	Expected period for the Consultancy service	8 months
7	Bid submission fee	Rs. 300/- (By DD/Cheque in favor of Technopark Technology Business

		Incubator)
8	Bid Security	Rs 3700 /-(Rupees Three Thousand and Seven Hundred only) (By DD/Cheque in favor of Technopark Technology Business Incubator)

III. Schedule of Events

Availability of RFP document: -	The document will be available from 07/09/2024 at 12:00 pm onwards
Last date for submission of written/ Online queries for clarification: -	10/09/2024 at 5:00 pm
Date, time and venue for Pre-Bid Meeting: -	11/09/2024 at 11:30 am Venue : Integrated Startup Complex
Last date for Submission: -	23/09/2024 at 5:00 pm
Tender opening	24/09/2024 at 11:00 am
Mode of Submission: -	Hard copy Portal address : The Chief Executive Officer, Kerala Startup Mission (T-TBI), Integrated Startup Complex, KTIZ, Kalamassery.

IV. Site Details

- The building has a total area of 180,000 square feet.
- The building features 15 washroom blocks, with each block including 2 ladies toilets, 2 gents toilets, 1 accessible toilet for handicaps, and wash areas.
- Additionally there is a cafeteria, pantry space and other rainwater down pipes.
- Kinfra is supplying filtered water, which KSUM stores in the underground (UG) tank. This water is then distributed through 3 overhead tanks.
- We also have a septic tank/ collection pit connected to the STP, where the wastewater is treated. However, the treated water is not currently in use.

V. Scope of Work

- Prepare as-built layout of the plumbing system.
- Review of as-built systems and pressure test for identifying the leakage points if any.
- Submit drawing and an inspection report for review.
- Redesign the plumbing system if required in consultation with KSUM.
- Preparation of detailed estimate, drawings, tender documents, contract agreements & other necessary documents for the project if redesign required.
- Support for the tendering & evaluation processes.
- Site visit and reviewing of site during project execution.

VI. Scope of services

- Site Investigation
- Assessment of available drawings.
- Prepare As-built layout by collecting all details and information from the site.
- Evaluation of the prepared as-built layout to verify that the drawings are made as per standards and are compatible with connection to the Sewage Treatment Plant (STP).
- Conduct Pressure Test in order to determine any faulty joints or leakages in the system.
- Submit analysis and inspection report along with as built drawings.
- All necessary measures should be done.

➤ Re-design

- Freeze the requirements after discussion with KSUM.
- Revise the plumbing system layout to incorporate the updated points discussed in the meeting with KSUM.
- On approval of the design by KSUM, the Consultant shall prepare a detailed project report (DPR) with the detailed cost of the project for review and other administrative approvals.
- Three copies of the approved drawings (also referred to as revised or design development) (PDF & AutoCAD format) etc. shall be furnished to KSUM along with brief specifications and estimates supported with details of rates and quantities to the satisfaction of the KSUM.
- Site inspections for finalization of all the details shall be conducted by the concerned persons at their own cost.

- Prepare working drawings of the service lines and details sufficient for the proper execution of the work and sufficient copies of working drawings, schedules technical specifications, and other documents to enable them properly fulfill their obligations under conditions of contract. The drawings shall be stamped 'For Approval', 'Good for Construction', 'As built' etc. as the case may be and signed by the Consultant.
- Preparation of technical specifications, detailed bill of quantities and detailed estimate for review and approval.
- Prepare detailed cost estimates of all works on the basis of the latest CPWD/ KPWD schedule of rates / prevailing market rates as the case may be, quantities and specifications, following KSUM's approved procedures, and on approval supply enough copies of documents to KSUM.
- The estimate and rate analysis needs to be prepared in PRICE software in consultation with KSUM, if required.
- Rate analysis of all items based on latest CPWD/MORTH specifications and for items not covered by CPWD, on the basis of market rate with supporting documents such as required number of quotations.
- Prepare pre-qualification criteria for various works in consultation with KSUM who shall have the option to pre-qualify the Contractor in advance by inviting separate tender in which case the Consultant shall evaluate the tenders and prepare a list of Contractors who satisfy the norms and submit the same for KSUM approval. Alternatively, KSUM may decide to pre-qualify the Contractor along with the tender for work.
- The Consultant shall, prepare a Draft Tender Document in two-cover bid system as per KPWD manual for approval of KSUM and revise the same if necessary. The Tender document shall contain Notice inviting Tender, pre-qualification criteria, drawings, general conditions of contract, special conditions of contract, schedule of items and quantities, technical specifications, required drawings etc. KSUM will invite tenders. The Consultant will prepare a sufficient number of Tender documents and drawings. Sale of tender forms will be the responsibility of KSUM. If required by the client the Consultant shall advise KSUM on pre-qualification within two days of opening of tender (in case the pre-qualification is done along with main tender). The Consultant shall conduct techno-commercial evaluation of the bids. If necessary, the Consultant shall correspond with the bidders/discuss with them to seek clarifications/confirmations on all techno-commercial points and shall endeavor to bring all offers to the same technically and commercially acceptable level. KSUM will participate in all the discussions.If required by KSUM within two days from the date of opening of price bids, the Consultant shall submit the final

recommendation. The final choice will rest with KSUM. The Consultant shall prepare a draft work order to be issued to the Contractor selected by KSUM and also assist KSUM in the execution of the contract (agreement) between KSUM and the Contractor,

- Issue of Good For Construction (GFC) of drawings for KSUM approvals and then issued to the contractor for execution.
- The consultant shall prepare for the use of KSUM , a sufficient number of copies of drawings((PDF& AutoCAD format) /documents /other details. The consultant shall also provide further details and drawings as are necessary for the proper execution of the works. The consultant shall make further revisions to the drawings as may be necessary to meet site conditions or other data received.
- The consultant shall, if so required by the KSUM, supply extra copies of all such drawings and documents at no extra cost.
- All documents shall be signed by the Project Director/Project manager /any other authorized official.

VII. Conditions of Contract

1. The consultant shall not make any deviation, alteration, addition to, or omission from the approved drawings without the knowledge and prior written consent of KSUM. KSUM will retain the right to omit or postpone any work or part thereof at his discretion.
2. The KSUM may, at his discretion, decide to execute various works under different works contract packages or club some of these into one package and the consultant shall render their services accordingly.
3. The consultant shall meet all expenses towards the salary, traveling and other expenses of his staff.
4. The consultant shall submit to KSUM all the necessary sketch plans, as and when required and as per the agreed time schedule. If the consultant fails to adhere to the time schedule or the extended time which may be granted by KSUM at their sole discretion, KSUM shall be entitled to terminate this contract and entrust the work to some other agencies and in that case, the consultant shall be entitled to claim fees or compensation only up to the stage of work carried out by him.
5. Consultant shall exercise all reasonable skill, care and diligence in the discharge of duties hereby covenanted to be performed by him and shall coordinate with Project Management Consultant (Appointed by KSUM) for smooth execution of the project.

6. Any reference to any legal Act, Government Policies or orders shall be deemed to include all amendments to such instruments, from time to time is applicable in this contract.
7. The consultant shall make their own arrangement for office accommodation for the staff deployed at sites/ locations. *Accommodation for staff/workers will not be permitted in the site premises*
8. **Suspension & Termination**
 - a. The contract herein may be terminated at any time on 3 months' notice on either side. In the event of the termination of the contract by KSUM, the consultant shall not be entitled to any compensation or damage by reason of such termination, but only to the fees for the services actually rendered up to the time of such termination as decided by the KSUM or his representative.
 - b. This contract shall be deemed to have been automatically terminated on the expiry of the contract period unless KSUM has exercised its option to extend this contract in accordance with the provisions, if any, of this Agreement.
 - c. KSUM shall have right to suspend partly or as a whole of the contract at any time the performance of SERVICES by notice of at least 30 days to CONSULTANT, in such event, the consultant shall not be entitled to any compensation. KSUM shall pay to CONSULTANT costs incurred by for the services actually rendered.
 - d. If KSUM considers that the performance of the CONSULTANT is unsatisfactory or, not up to the expected standard, KSUM shall notify the CONSULTANT in writing and specify in detail the cause of such dissatisfaction. KSUM shall have the option to terminate this CONTRACT by giving 30 days' notice in writing to the CONSULTANT, if, CONSULTANT fails to comply with the requisitions contained in the said written notice issued by the KSUM.
 - e. In the event of the failure of the consultant to completely do his service within a reasonable time and in a satisfactory manner or in the event of the consultant committing a breach of any one or more of the terms and conditions of the contract, KSUM shall be entitled to rescind the contract without prejudice to his rights to claim damages or other rights or remedies under the law.
 - f. If the consultant shall close his business or die or become incapacitated from acting as such a consultant as aforesaid, or if this contract is terminated KSUM may make use of all or any drawings, estimates or

other documents prepared by the consultant, after payment for the same, as provided herein.

9. **Transfer of Interests :** The Consultant shall not sublet or transfer their interest in this contract or appoint other sub-consultants for works connected with this contract, without the written consent of KSUM. If the Consultant decides to engage the services of other agencies as sub-consultants for any services prior approval of the KSUM shall be obtained and the consultant shall meet all expenses for the same; The consultant shall be primarily responsible for all the services rendered by the sub consultants.
10. **Period of Contract :** The period of contract shall be for 8 months from the date of issue of work order. If both parties agree, the contract will be extended further on the same and mutually agreed terms and conditions. The period of completion for work under the scope shall be mutually agreed upon as per a time schedule to be prepared within ten days from the date of the Agreement. If the period of completion for any work gets extended beyond the agreed period due to delay directly and solely attributable to the Consultant, liquidated damages at the rate of 0.5% of consultancy fee per week of delay will be levied subject to a maximum of 5% of contract amount. If such delay exceeds 10 weeks, the KSUM reserves the right to offload the work from the Consultant and get it done through other agencies.
11. **Performance guarantee:**
 - a. The successful CONSULTANT shall submit an amount equal to 5% of the total consultancy fee (including GST) which shall be calculated on the basis of project cost within 14 days of award of the work and shall execute the agreement. Performance guarantee shall be valid for work completion period + 30 days (8 months + 30 days).
 - b. If the successful bidder fails to furnish the required Performance Guarantees enter into contract, within 14 days of issue of work order , without a valid reason, further ten days' time will be allowed at the request of the bidder, for which the successful bidder has to remit a fine equal to 1% of the Contract price as per his quote amount subject to a minimum of Rs.1,000/- and maximum of Rs.25,000/- .After submitting performance guarantees, the successful bidder has to execute an agreement with Agreement Authority in the format prescribed by the Authority. The Value of the stamp paper shall be 0.1% of contract value, minimum of Rs.500/- and maximum of Rs.1 Lakh.
12. **Guarantees by the Consultants**
 - a. The Consultants shall guarantee that all works under their scope will be done in a most diligent manner as per terms of contract, standard practice

and relevant codes and the interests of KSUM. The Consultants further guarantee that, any loss / damage suffered by KSUM consequent to any act of omission / commission / negligence on the part of the Consultants shall be fully compensated by the Consultants.

- b. CONSULTANT shall guarantee that the SERVICES as specified/described under the scope of CONSULTANT in the contract and technical documents to be developed shall be in accordance with sound and established engineering practices, using Indian Codes, Regulations and International Standards wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.
13. **Settlement of Disputes** : All efforts shall be made to settle disputes if any arising out of and during the course of this contract by mutual discussion. If the dispute is not resolved, in the event of the necessity for any of the parties to file a suit, the suit shall be filed only in Trivandrum courts
 14. **Force Majeure** : Neither the Consultant nor the KSUM will be held responsible for any failure or delay in performance under this contract if the failure / delay is caused by any natural calamity, strike, curfew, riot, war or any act of god which prevents normal activities or orders or requisitions issued by a Govt. department or competent authority. If the force majeure condition affects completion schedule, the time of completion shall be revised to the extent of affected period.
 15. **Payment Terms** :

The fee payable for the services of the Consultant under this contract shall be quoted as a lump sum value. The fee payable to the Consultant shall be released progressively on achievement of the following milestones and against invoices:

- a. 40% on submission and approval of current as built drawings and inspection report to KSUM
- b. 20% on approval of redesigned layout.
- c. 10% on submission of a detailed project report including detailed estimate, rate analysis etc
- d. 5% on submission of tender documents, BOQ, tender drawings, general & technical specifications.
- e. 10% issuance of all the good for construction drawings
- f. 15% on completion of work in all respects including commissioning of the project, settlement of final bills, vetting of final as built drawings.
- g. **Note:**
 - i. The Contract is for total Engineering consultancy services. However, KSUM shall have the option to alter the scope of work in

which case, the fee payable shall be adjusted in accordance with the above break-up.

- ii. For payment purposes of item (a), (b) & (c) the consultant shall submit a complete list of drawings and documents for work packages. The payment will be made based on this list.
- iii. For payment of Item No. (d) & (e), Consultant should submit drawings and other details as and when required at site based on all revisions as per site conditions.
- iv. The fee is deemed to include the salary / perks to the Consultant's staff, their travel expense, accommodation, incidental expense, stationery etc.
- v. The following items are excluded from the cost of work for computation of fee:
 1. Land
 2. Any item of work executed without the approval of KSUM
 3. Any item of work executed by KSUM, not through the Consultant.
 4. Payment of statutory fee given to authorized departments for approvals, sanctions etc.
 5. All temporary structures by Consultants.

16.Milestones :

a. The consultant has to follow the milestones as given below for the project

Sl No	Milestones	Time Schedule
1	Stage 1 Submission of current as built drawings and inspection report to KSUM	21 days from the date of issue of work order by KSUM
2	Stage 2 Submission of redesigned layout	14 days from the date of approval of stage 1 by KSUM
3	Stage 3 Submission of a detailed project report including detailed estimate, rate analysis, tender document, BOQ, tender drawings, general & technical specifications.	14 days from the date of approval of stage 2 by KSUM
4	Stage 4	7 days from the date of

	Issuance of all the good for construction drawings	approval of stage 3 by KSUM
5	Stage 5 Submission of revised drawings as per the site conditions during the execution phase, vetting of final as built drawings.	On completion of the project

Note : Days mentioned in above include holidays. All drawings, Report, estimates shall be submitted by the consultant in hard copies of appropriate size in 3 sets and soft copies (PDF & Auto CAD)

- b. In any such case the KSUM may give a fair and reasonable extension of time and reschedule the milestones for completion of work. Such extension or rescheduling of the milestones shall be communicated to the Contractor by the authority in writing, within 1 week of the date of receipt of such request respectively. Non application by the contractor for extension of time/ rescheduling of the milestones shall not be a bar for giving a fair and reasonable extension/ rescheduling of the milestones by KSUM' and this shall be binding on the contractor.
- c. If the contractor fails to achieve a milestone specified in (16.a) or any re-scheduled milestone(s) as per (16.b), an amount equivalent to 1% of the total consultancy fee per month of delay will be levied, calculated on a per-day basis. This penalty will apply if the delay is attributable to the consultant. Withholding of this amount for failure to achieve a milestone will be automatic and will occur without notice to the contractor. However, if the contractor subsequently catches up with the progress on the next milestone(s), the withheld amount will be released. If the contractor fails to make up for the delay in subsequent milestone(s), the amount specified for each missed milestone will also be withheld. No interest will be payable on any withheld amount. Such withheld amounts will not be released to the consultant if the consultant fails to achieve subsequent milestones.

17. **Insurance By Consultant** : During the performance of Contract hereunder, CONSULTANT shall take out, carry and maintain insurance as applicable from those listed below:

- a. Consultant shall be responsible for ensuring that professional indemnity insurance exists that would adequately cover Consultant exposure to risks and events of claims, suits, costs, charges, demands, penalties and liabilities arising out of any Consultant's performance of the Services. The limit of liability for any one occurrence and in aggregate shall be decided by KSUM and intimated to the CONSULTANT.
- b. Workman's compensation insurance, covering all employees of CONSULTANT for statutory benefits as set out and required by local law in the area of operation or area in which CONSULTANT may become legally obliged to pay benefits for bodily injury or death.
- c. Insurance against fire, theft, damages and loss of all property owned by CONSULTANT at the construction site.
- d. Group Personal Accident Insurance covering CONSULTANT's employees not otherwise already covered under sections above, operating from the site as per CONSULTANT's established practices.
- e. Insurance covering cash in transit/cash in safe/fidelity for all cash transactions performed by CONSULTANT.
- f. Automobile liability insurance covering all vehicles owned by Consultant at the project site in accordance with the Motor Vehicles Act.
- g. OTHER INSURANCE : In case KSUM requests CONSULTANT to obtain any specific insurance on behalf of KSUM; CONSULTANT shall arrange the same on terms acceptable to KSUM.

VIII. Minimum Pre Qualification Criteria

The bidders shall be considered qualified for participation only if meeting the below criteria:

1. Experience during the last Five years in providing Engineering consultancy services for the designing of MEP services of a single multistoried building of minimum built up area of 75,000 sq.ft and above, which includes MEP and other allied services within India. **(Document to be submitted is copy of Experience Certificate/ Completion certificate including the scope of works from the respective Clients)**
2. Application from joint venture, consortium firms will not be accepted. **(Document to be submitted is declaration in company letter head signed and sealed by the authorized signatory - Annexure VI).**
3. Any entity that has been barred by Central /State Governments in India, any entity controlled by them, from participating in any project, and the bar subsists as on the date of proposal, would not be eligible to submit a proposal.

(Document to be submitted is declaration in company letter head signed and sealed by the authorized signatory - Annexure VII).

4. Any Applicant should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such applicant. The attention of the bidder is drawn to the fact that the quotation documents are not transferable. **(Document to be submitted is declaration in company letter head signed and sealed by the authorized signatory - Annexure VII).**

IX. Instructions to Bidders

1. The proposal is to be submitted through the E Tenders portal as a 2 bid system .

Technical bid includes following details:

- a. Your covering letter (refer Annexure I) in bidders letter head.
- b. Details of completed projects (refer Annexure II).
- c. Team composition and task assignment (Refer Annexure III)
- d. Proposed key professional staffs (Refer Annexure IV)
- e. Software tools proposed to be used for the project.
- f. Signed and sealed copy of RFP document including scope of work and conditions of contract.
- g. Company profile: The agency should provide a brief profile that outlines its background, expertise, and resources. (Annexure V in letter head)
- h. Proof of all minimum prequalification criteria as mentioned in clause VIII in this document.
- i. DD/Cheque for bid submission fee and bid security (EMD)

Financial bid:

- a. This shall contain only the duly filled price bid as per Annexure VIII
- b. Enter a lump sum amount as the consultation charge.
2. The acceptance of all documents submitted by the bidder for technical evaluation shall be subject to the complete satisfaction of KSUM. The decision taken by KSUM on the adequacy, completeness and compliance of the submitted documents shall be final and binding.
3. An amount of RS.300/- towards bid submission fee as Demand Draft/Cheque in favor of Technopark Technology Business Incubator.

4. An amount of Rs. 3,700/- towards EMD as Demand Draft/Cheque in favor of Technopark Technology Business Incubator
5. Bidders are requested to send their queries if any in advance to the e-mail id : anjali@startupmission.in or contact (9744466336) on all working days from 10.00 am to 5.00 pm.
6. The bidder shall provide a valid email id to KSUM for communication during the evaluation period. Any queries from KSUM will be communicated to the bidder for clarification through this email id.
7. Note: All pages of all documents shall be signed by your authorized signatory
8. Cover 2 shall contain only the financial proposal (price bid).
9. The validity of the proposal shall be six months from the last date of submission of Proposal.

ANNEXURE I

Covering Letter

To

The Chief Executive Officer,
Kerala Startup Mission,
Thejaswini Building, Technopark, Kazhakootam PO,
Trivandrum

Dear Sir/ Madam,

Sub: Request For Proposal (RFP) for engagement of Consultant to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery

Ref:

We, the undersigned, hereby submit our offer for getting empaneled for the “Request For Proposal (RFP) for engagement of Consultant for Engineering consultancy service contract to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery to be taken up by Kerala Startup Mission, in full conformity with the said RFP.

We have read the provisions of RFP and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.

We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification. We understand you are not bound to accept any proposal you receive.

Date:

Authorized Signatory (in full and initials):

Name and title of signatory:

Duly authorized to sign this Proposal for and on behalf of:

Address:

ANNEXURE II

Services carried out in the last five years as per the minimum eligibility criteria.

Using the format below, provide information on each reference assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

Assignment Name:	Country:
Location within Country	Key professional staffs provided by your firm/entity (profile):
Name of Client:	Staff Strength:
Address:	Duration of the assignment:
Start date (Month / year):	End date(Month / year):
Approx. Value of services:	
Name of the associated consultants, if any:	No. of months of key professional staff, provided by associated consultants:
Name of senior staff (Project Director / Co-Ordinator, Team Leader) involved and functions performed:	
Narrative description of project and your role:	
Enclose certificate for satisfactory completion :	

Note: Separate sheet to be furnished for different projects

ANNEXURE III

TEAM COMPOSITION AND TASK ASSIGNMENT

Technical/ Managerial Staff proposed to deploy for the proposed project.

<u>Sl.No.</u>	<u>Name</u>	<u>Position</u>	<u>Task</u>
1			
2			
3			
4			
5			

Note : Clearly specify the mode of deployment of each staff. Whether the staff is deployed at site or not.

ANNEXURE IV

PROPOSED KEY PROFESSIONAL STAFF

Proposed Position:

Name of officer and designation:

Discipline:

Qualification:

Total Experience:

Years with firm / entity:

Membership in professional societies:

Task assigned in this project:

Mode of deployment at site:

(It is to be understood that the KSUM shall have the right to insist on engaging the above staff for the tasks mentioned and also for engaging additional staffs depending on the nature of job)

Annexure V

(submit in letter head)

Company Profile

1.	A. Name of the applicant B. Address of the registered office C. Address of local office in the centre (with Ph. no. Fax no. & Email ID)	
2.	Year of establishment	
3.	Type of the firm/ organization (Whether sole proprietorship, Partnership, Private Ltd. or Ltd. Co. etc.)	(Enclose certified copies of documents as evidence)
4.	Name and qualification of the proprietor/ partners/ Directors of the firm/companies a) b) c) d)	(Enclose certified copies of documents as evidence)
5.	Details of registration - whether partnership firm, Company etc. Name of registering Authority, Date and registration no.	(Enclose certified copies of documents as evidence)
6	Whether registered with Government / Semi government/ Municipal Authorities of any other public Organization and if so, in which class and since when?	(Enclose certified copies of documents as evidence)
7	Brief profile that outlines its background, expertise, and resources	

8	PAN No.	
9	GST No	
10	<p>Whether any civil suit/ litigation arose in contracts executed/ being executed during the last 10 years. If yes, please furnish the name of the project, employer, Nature of work, Contract value, work order and brief details of litigation.</p> <p>Give Name of court, place, status of pending litigation</p>	
11	<p>Information relating to whether any litigation is pending before any arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted.</p>	
12	List of meritorious awards if any such litigation are required to be submitted.	Attach copy of certificate.

Annexure VI

(submit in letter head)

DECLARATION ON JOINT VENTURE

To,
The Chief Executive Office
Kerala Startup Mission,
Thejaswini G3B, Technopark
Trivandrum

Name of Work : Request For Proposal (RFP) for engagement of Engineering Consultant to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery

We(company name)..... hereby confirm that we have directly bid for the project and have not entered into any joint venture for the work “ Request For Proposal (RFP) for engagement of Consultant to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery”. Furthermore we affirm that in the event of being awarded the project we will not engage in any joint venture with other companies for this project and will execute the project directly.

Yours sincerely

(Signature and seal)

ANNEXURE VII
Undertaking - Non blacklisting

I hereby affirm that any entity that has been barred by Central /State Governments in India, any entity controlled by them, from participating in any project, and the bar subsists as on the date of proposal, would not be eligible to submit a proposal.

I hereby declare that presently our company is having an unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by any state/Central Government/PSU/Autonomous body.

I further declare that our company is not blacklisted and not declared ineligible for reasons other than Corrupt and Fraudulent practices by any State/Central Government/PSU/Autonomous Body on the date of submission of tender.

Also affirm that, during the last three years, we have neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or agreement nor have had any agreement terminated.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Name and address of the consultant:.....

Seal and signature of the consultant:.....

**ANNEXURE VIII
PRICE BID**

SI No	Name of work	Consultancy charge as Lumpsum excluding GST	
		In figures	In words
1	Consultancy service contract for engineering consultant to develop the as-built layout and redesign if required, for the the plumbing system in Integrated Startup Complex (ISC) , KTIZ, Kalamassery		Rupees.....Only

This amount is inclusive of all incidental expenses and taxes but exclusive of GST which shall be payable by KSUM.

Name, address and contact number of the consultant:.....

Seal and signature of the consultant:.....